

Central Research Facility, IIT Kharagpur
High Resolution Mass Spectrometry (HRMS) Laboratory

FORM/HRMS LAB/CRF/IITKGP/28042023

HRMS Sample Analysis Requisition Form

[Please go through the information's & instructions before filling up the form & put a tick in the appropriate box.]

General Instructions

- ▶ Approximately 1 – 3 mg of dry sample in a clean glass vial (5-10 ml vol.) is needed for MS analysis.
- ▶ Separate requisition form for every different sample should be filled up and submitted at the laboratory along with the samples
- ▶ **For External Users:** A request letter (on letter head) for using the MS facility showing the number of samples to be analyzed and analytical requirements preferred should be sent beforehand to “**The Chairman, Central Research Facility, Indian Institute of Technology, Kharagpur, WB – 721302**”.
- ▶ They have to pay the analysis charges in advance through ECS (Credit Clearing) facility only. The Bank details for e-payment is as mentioned in the External Booking platform. Users have to submit the hardcopy of the Transaction made displaying the UTR No. at the lab. without failing in order to generate the Invoice.

User's Profile

User's Name: _____

EC / Registration # / Roll #: _____

Supervisor's Name: _____

Department / Centre / School: _____

e-mail ID: _____ @ _____

Contact No.: _____

Sample Specifications

Proposed Structure

Chemical composition

Monoisotopic exact mass

(a). Sample ID: _____

(b). Preferred Solvent to be used for complete dissolution: MeCN MeOH

(c). Solvent used for dissolution other than the above, mention if any: _____

(d). Expected impurities: [From reagents / buffers / solvents / reaction in the last synthetic work-up step] _____

Preferred Measurement Mode

(i). Acquisition Mode: MS MS/MS

MS^E (MS & MS/MS)

(ii). Ion Source: ESI APCI

ESCI (ESI & APCI)

(iii). Ionization Mode: +ve -ve

**User's Sign.
(with date)**

For HRMS Lab. Use Only

Booking Ref # _____

Date of Analysis ____ / ____ / ____

Preferred Measurement Mode _____

Operator I/C