LABORATORY CHECK OUT SHEET

Print Full Name and UID Number of Researcher

Research Laboratory Sign Off
☐ All research samples labeled and in group storage.
☐ All waste materials labeled and moved to waste collection center.
☐ Laboratory bench clean and all chemicals moved to storeroom.
☐ Laboratory notebook and computer diskettes.
☐ Spectra and other data.

________________________
Sign off by Group Safety Office or Research Advisor, Date

Caltech Sign off
☐ Keys Returned:

________________________
Sign off by CCE Division Office or Lock Shop and Date

☐ Library Books Returned:

________________________
Sign off by Librarian and Date

CCE Division Sign off
☐ Forwarding Address of Researcher:

________________________
________________________
________________________

☐ CCE Division Sign off:

________________________
CCE Division Office and Date

Return completed form to the CCE Division Office in the Crellin Building, Room 168 or Mail Code 164-30