**Biobank facility access request**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Personal Info** | | |  |  | | | | | | | | | |  | | | | | | | |
|  |  |  | | | | | | | | | |  | | | | | | | |
|  | First Name | | | First Name | | | | | | | | | | |  | | | | | | | |
|  |  | | |  | | | | | | | | | | |  | | | | | | | |
|  | Name | | | Name | | | | | | | | | | |  | | | | | | | |
|  |  | | |  | | | | | | | | | | |  | | | | | | | |
|  | Affiliation | | |  | | | UZ Leuven | |  | | KU Leuven | | | |  | Other: | Specify affiliation | | | | |  |
|  |  | | |  | | | | | | | | | | |  | | | | | | | |
|  | Department | | | If UZ/KUL, Specify department | | | | | | | | | | |  | | | | | | | |
|  |  | | |  | | | | | | | | | | |  | | | | | | | |
|  | Employee ID1 | | | Card number | | | | | | | | | | |  | | | | | | | |
|  |  | | |  | | | | | | | | | | |  | | | | | | | |
|  | UZ/KU Leuven contact or supervisor/PI | | | | | | | | | First name, Name | | | | | | | | |  | | | |
|  |  | | |  | | | | | | | | | | |  | | | | | | | |
|  | *1: UZ Leuven employee ID or KU Leuven U-number* | | | | | | | | | | | | | | | | | | | | | |
|  | **Reason for access** | | | | |  | |  | | | | | | |  | | | | | | | |
|  |  | |  | | | | | | |  | | | | | | | |
|  |  | Access to research samples within scope of the biobank law. S-number: | | | | | | | | | | | | | | | | S-number | | | |  |
|  |  | Access to samples outside the scope of the biobank law2 | | | | | | | | | | | | | | | | | | | | |
|  |  |  | | | |  | | | | | | | | | | | | | | | | |
|  |  | Other | | | | Specify reason for access | | | | | | | | | | | | | | |  | |
|  |  | | | | |  | |
|  |  | | | | |  | | | | | | | | |  | | | | | | | |
|  | *2: HBM law 19 DEC 2008:<http://www.ejustice.just.fgov.be/eli/wet/2008/12/19/2008018385/justel>. Samples outside the scope of the biobank law include but are not limited to: non-human material, diagnostic samples, samples used for quality controls/validation, extracted or artificialized materials (cells, proteins, lysosomes,…) not used for genetic research.* | | | | | | | | | | | | | | | | | | | | | |
|  | **Period** | |  | | | | | | | | | | | | | | | | | | | |
|  |  | | | | |  | | | |  | | | | | | | | | | |
| From | | From | | | | | | | | |  | | | | | | | | | | |
|  | |  | | | | | | | | |  | | | | | | | | | | |
| Until: | | Until | | | | | | | | |  |  | Unspecified | | | | | |  | | |
|  | |  | | | | | | | | |  | | | | | | | | | | |
|  | **Room** | |  | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Biobank Main entrance (3154) | | |
|  | Automated Storage - SAS (3116) | | |
|  | Automated Storage (3160) | | |
|  | Cold Room LAG (3157) | | |
|  | Cold Room CME (3158) | | |
|  | Cold Room FOR (3159) | | |
|  | Formol Storage (3155) |
|  | Formol Storage FOR (3156) | |
|  | CDG (3008) |
|  | Liquid Nitrogen level 2: General (3167) |
|  | Liquid Nitrogen level 2: Therapeutic (3166) |
|  | Liquid Nitrogen level 3 (3168) |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Signature3** | |  | | | | |
|  |  | | | | |
| Applicant | |  | | UZ/KU Leuven contact or supervisor/PI | |  | Biobank manager |
|  | | | | |  |  | |

*3: Name, date & signature*