

## Terms and conditions for CBCS Umeå Instrument User Club.

At the Department of Chemistry, CBCS Umeå provides instruments for liquid handling, detection, and high-content microscopy. The instruments can be booked and used by research groups that are members of the CBCS Open Access User Club. User contact details and information will be stored in the CBCS order portal (<https://cbcorder.scilifelab.se/>) for internal use only.

**By joining the user club, I agree to the following terms and conditions:**

1. **Priority for CBCS Projects:**
  - CBCS staff scientists have priority access to the instruments.
  - Users running CBCS-prioritized projects have priority access to the instruments and the fee is included in the project cost.
2. **Terms of use**
  - **Introduction Required:** New users must be introduced by CBCS Umeå personnel before using the instruments independently.
  - **UmU-ID is required for access to the instruments.** You are not allowed to lend your login ID to un-introduced users.
  - **Bring Necessary Equipment:** Lab consumables are not included in the fee.
  - **Cleanup Responsibility:** Remove all equipment (including hazardous waste) and maintain a clean workspace. Do not use CBCS risk bins for waste disposal.
  - **Data Responsibility:** All users are responsible for their data, which must be regularly removed from the instrument computer(s). CBCS take no responsibility for lost data. Instrument computers are routinely cleared from data to keep the equipment in optimal condition.
3. **Additional terms of use for HCS microscope users:**
  - Fee includes an introduction to the basics of scanning.
  - Fee includes setup of one initial protocol for your specific assay.
  - Access to cell lab equipped with safety cabinet, cell-centrifuge, and CO<sub>2</sub> incubator (disposable lab coats are provided).
  - Users must have basic knowledge of fluorescence microscopy and image analyses.
  - Users are not allowed to change device settings that affect others including plate settings neither to change existing nor to set up new plates. Contact CBCS if the latter is needed.

NOTE!! Full-time supervision and/or advanced training in cellomics/metaxpress software and/or fluorescence microscopy is not included in the fees.

4. **Logbook:**
  - Users must record contact information and all activities in the instrument logbook.
  - Report malfunctions or performance-related issues to CBCS personnel.
5. **Booking:**
  - Users must book instruments via KBC Resource booking or through CBCS Umeå staff.
  - Include the user's name and contact information in the booking.
  - Adhere to the booked time; discuss any extensions with the next user.
6. **Publication Policy:** All users are required to acknowledge the Chemical Biology Consortium Sweden in their publications when they use one of the CBCS core facilities, technologies and/or methodologies developed through CBCS funding. *"The Authors acknowledge the support from the Chemical Biology Consortium Sweden (CBCS), CBCS is a national research infrastructure funded by the Swedish Research Council (dr.nr.2021-00179), SciLifeLab and its hosting Universities"*.
7. **Costs:**

<b>Instrument fees (for groups of instruments):</b>		
○ Microplate readers – BMG CLARIOstar Plus and Biotek Synergy H4		4,000 SEK/year
○ High content screening microscope – Molecular Dynamics ImageXpress.		10,000 SEK/year
 <b>User fees:</b>		
○ Users of microplate reader instruments		1000 SEK/year/user
○ Users of HCS microscope		2000 SEK/year/user

All fees are due March 1<sup>st</sup> annually. PIs joining after August 31<sup>st</sup> are charged 50% of the instrument fee for the remaining period. User fees are fixed, i.e. no price reduction is accepted for a shorter time of use. All user accounts are personal. Research groups exchanging one user for another still pay the annual fee per user introduced at the instrument. The PI receives an annual reminder of the invoicing with the option to continue or terminate the use of instruments and/or individual users.