

To all Core Facility Users

Following an official directive and action order dated 05/10/2020 from the Medical Faculty, the following addition to the official use of Medical Faculty's Core Facilities will be in effect as of 10/15/2020:

- In the future, all Core Facility users have to specify a cost account for the coverage of costs when registering a project. In case of insufficient project funds on a specified third-party account, the F&L account of the institute or clinic will automatically be charged.
- All Core Facility users will receive an invoice each quarter for their usage and, if needed, can have the stated cost account updated by notifying the Core Facility Management.

I hereby confirm the notice of the amended procedure and will apply this accordingly to future projects within the Core Facilities of the Medical Faculty.

The following cost account is to be used for current/future projects:

Cost account: _____

Name Principal Investigator (Owner cost account):

Institute: _____

Date: _____

Signature PI: _____