



**Center for Innovative Manufacturing Research  
VIT Vellore**

**Job requisition form for usage of High Energy Ball Milling  
(Fritsch Planetary Mill - Pulverisette 5)**

**Date:** / /

1. Name:
2. Contact details (mail id & mobile no):
3. Degree/Designation:
4. Department:
5. Internal/External:
6. Roll no (for internal students):
7. No. of Samples and Weight:
8. Details of sample:

**Charges for the usage of the facility will be taken from**

1. Project (VIT students in case, payment from Project funds)	Amount: Rs. Project no:	Signature of PI
2. Department funds (VIT students in case, payment from the department funds)	Amount: Rs. Name and Signature of guide	Signature of HOD
3. Charges paid by online (for external students, R&D labs and Industry)	Amount: Rs.	Online payment & Date:

In case of external students, R&D labs and Industry, payments can be made by **online payment in favor of “The Registrar, VIT Vellore”** and must be handed over along with the samples. External students, personnel from Industry/R&D organizations, who are interested to use the facility can send their requests to **raja.annamalai@vit.ac.in** for approval and slot booking.

**Usage charge for high energy ball mill unit:**

S.No	Type of User	Charges per hour	Instructions
1	VIT Student	Rs. 100	<b>Consumables:</b> Tissue Paper, Spatula, Gloves, etc to be brought by the user. In case of any queries, <b>please contact:</b> Dr Raja Annamalai. A Director, Center for Innovative Manufacturing Research director.cimr@vit.ac.in.
2	External Student	Rs. 300	
3	R&D Labs	Rs. 500	
4	Industry	Rs. 1000	
An extra 18% of the above charges are applicable as GST			
* Sample must be not highly reactive with Tungsten Carbide.			

**For Office Use**

Test Date	Time Starting	Final Time

Received the testing fees Rs. \_\_\_\_\_ for \_\_\_\_\_ samples

**Lab Technician**

**Signature of the  
Facility In-Charge**