Key Requests Form For Lash Miller Chemical Laboratories

__________________________________________ who is a
name

☐ Undergraduate Student (Exterior door key not permitted)
☐ Graduate Student A deposit of $50.00 per key is payable.
☐ Post Doc If a key is lost a $50.00 deposit is payable to replace the
lost key.
☐ Visitor
☐ Staff

specify

may have the following keys

☐ Lab room number(s)
☐ Entrance door
☐ Mailroom

Online Safety Orientation
Completed:
Date:

In authorizing this key request, I have advised this student/post doc/visitor that
he/she may not work in the lab unsupervised at any time. Furthermore, I understand
that the safety of this student/post doc/visitor in the Lash Miller building is my
responsibility. The online safety orientation must be successfully completed before keys
are issued. The key holder must agree to abide by the policies and procedures of the
University of Toronto including the code of academic behavior
(http://www.governingcouncil.utoronto.ca/policies/behaveac.htm) and ethical
conduct in research (http://www.research.utoronto.ca/for-researchers-
administrators/ethics/resources/ethical-conduct/) and return the key(s) as soon as the
appointment has ended.

Professor’s Signature ________________ Professor’s Name ________________ Date ________________

Student’s Signature ________________

($50.00 per key)
Deposit Paid ________________________ Deposit Returned ________________________
Received by ________________________ Returned by ________________________
Date ________________________ Date ________________________