

Labs Flex Pass Guidelines

To ensure a safe and efficient environment for all users, we have a few key policies in place. Familiarizing yourself with them ahead of time will help you make the most of your day in the lab.

- **Service Agreement** – All clients must sign CIC's General Services Agreement prior to accessing lab facilities. CIC will send you a customized, secure-link for sign-up.
- **Proof of Insurance** – A Certificate of Liability Insurance (COI) and Pollution Insurance are required. A sample COI is attached here. If you do not have Pollution Insurance, you may waive this.
- **Safety** – Completion of CIC's lab safety training program is required before the first day of the reservation.
- **Hazardous Materials** – CIC's facilities are designated as BSL-2 and do not allow live animal work, radioactive materials, or any substances exceeding BSL-2 safety limits.
- **Equipment Availability** – In the event of equipment downtime, CIC will notify Labs Flex Pass clients immediately. Our team will make every effort to reschedule reservations in good faith.
- **Consumables** – Basic consumables, such as pipette tips, serological pipettes, and Kim Wipes, are included in the Flex Pass and available for your use in our Shared Function Labs. Small quantities of specialty consumables are available for purchase from Thermo Fisher Supply Centers located on-site. All other supplies must be provided by the Labs Flex Pass user.
- **Exclusions** – The Labs Flex Pass access does not include access to:
 - ZEISS Microscopy Solutions Center
 - Sponsor events and office hours
 - Coworking spaces and conference rooms
 - Bulk hazardous biological and chemical waste removal
 - Mailroom services

Although certain restrictions apply to our Labs Flex Pass, our team is happy to discuss other available options and pricing if you'd like to explore them.