



## User Fees and General Guidelines for the Advanced Light Microscopy Unit

### Optional Annual Membership fee

(May 2023 to April 2024)

\$525.00 University of Guelph / \$725.00 External Academic

### Membership advantages

- lower hourly user fees
- eligible for the high-end user discount (50% after 10 hours of usage per month)
- unlimited free access to the Leica epifluorescence microscope in the facility
- free use of image processing software
- training at the unsupervised rate for 2 people per year

The hourly user fees are set as follows:

University of Guelph Users	CLSM SP5	Spinning Disk	Super Res	Cytation C10	Nikon Eclipse	Leica DM 5000B	Zeiss Axiozoom	Sony FACS**	Image / Data Analysis ^
Training	70.00	70.00	78.00	60.00	45.00	45.00	45.00	60.00	n/a
Assisted	62.50	62.50	62.50	60.00	60.00	60.00	60.00	60.00	60.00
* Unsupervised Member	32.00	27.20	42.60	20.00	17.30	Free	12.20	29.20	Free
** Unsupervised Non-Member	42.20	37.60	53.20	30.00	28.20	17.00	23.70	39.80	9.00

Off Campus, Academic Users	CLSM SP5	Spinning Disk	Super Res	Cytation C10	Nikon Eclipse	Leica DM 5000B	Zeiss Axiozoom	Sony FACS**	Image / Data Analysis ^
Training	138.00	140.00	156.50	105.00	65.00	65.00	65.00	105.00	n/a
Assisted	125.00	125.00	125.00	100.00	100.00	100.00	100.00	100.00	100.00
* Unsupervised Member	53.60	54.40	67.70	47.00	45.40	Free	25.00	44.00	Free
** Unsupervised Non-Member	63.80	64.80	77.80	58.00	56.20	28.00	35.00	65.00	17.70

\* Users must have a preliminary training session and demonstrate their ability to operate all of the equipment properly and safely before any unsupervised work can be performed.

\* Not eligible for high end user discount

\*\*Set-up Fee of \$30.00 and Sorting Chip costs will be added to total hourly fee; current price of one sorting chip: \$50.00 internal, \$70.00 external

^ Image and Data Analysis includes use of Velocity Offline license for image processing

Prices listed are subject to change without notice and do not include costs associated with consumables

The Molecular and Cellular Imaging Facility appreciates the acknowledgement of the facility in your publications. This recognition is important for receiving continued support from CFI and other granting agencies.

**The user guidelines below can be overwritten by COVID-19 safety measures anytime, outlined in a separate document and subject to change without further notice!**

When you begin to use these facilities please provide a Billing Information Sheet including user information, signature of the supervisor, and Trust Fund Account number.

Before any unsupervised access is granted, users must enroll in a supervised training session where they will review with the confocal manager how to operate the equipment properly and safely. The time required for this training session will vary depending upon the user's demonstrated competency with the equipment.

The facility is available at night and on the weekend for experienced University of Guelph users only. For any planned after hour use, please make arrangements with the confocal manager for swipe card access and keys to the confocal suite.

Users are expected to bring all their own supplies including pipets, slides, coverslips, petri dishes, etc. However, the facility will provide immersion oil/glycerol, lens paper, and cleaning supplies.

No USB keys allowed! Acquired image files can be transferred to your personal OneDrive or to a server. Files saved to the imaging computer hard drives should be removed as soon as possible. The server and imaging computer hard drives will be cleared on a regular basis - it is the users' responsibility to manage their own image files.

Please book your time reasonably and be aware that there is a 2-hour cut-off for editing or cancelling your booking. If you need to make changes within the cut-off time, please email [confocal@uoguelph.ca](mailto:confocal@uoguelph.ca). Unused booking times will be charged at 50% (100% if the instrument was left on overnight) of the regular hourly rate.

Please notify the confocal manager immediately of any problems that you are encountering with the facilities - it is essential that we work together in taking care of the facility. Improper care of the equipment will result in rejection of access to the facilities.