

# VXR500 RESERVATION PROTOCOL

Revised 21 June 2013; DLO

DAY & TIME	SLOT INTERVAL	SIGN-UP BEGINS	SIGN-UP FOR UNRESERVED TIME BEGINS
<i>Monday – Friday ( 1 Slot = 20 Minutes )</i>			
8 am – noon	} 20 min slots only No back-to-back slots!	4 pm, previous weekday	9 am daily
Noon – 4pm		9 am, same day	noon daily
4 pm – 8 pm		4 pm, previous weekday	9 am daily
8 pm – Midnight	2 hr/day	9 am, one week earlier	9 am daily, max 1 slot
Midnight – 8 am (7 days/wk)	Unlimited	9 am, one week earlier	9 am, one week earlier
<i>Saturday</i>			
8 am – 8 pm	1 hr/day	4 pm, previous Friday	9 am daily, max 2 slots
8 pm – Midnight	4 hr/day	9 am, previous Monday	9 am previous Friday, max 2 slots
<i>Sundays &amp; Holidays</i>			
8 am – Midnight	4 hr/day	9 am, previous Monday	9 am previous Friday, max 2 slots

- Any reservation practices intended to circumvent the rules will be canceled without notice.  
Please call to the attention of the NMR staff any illegal reservations. They will be cancelled without notice.  
Sign-up exceptions can be made by the Staff.
- The Director of the SCS NMR Lab is the final arbitrator of all scheduling disputes.