

College of Engineering Recharge Center Service Request and Billing Authorization Form

(Update November 23)

*College of Engineering Business Center
NDSU Dept 2452, PO Box 6050
1401 Centennial Blvd, Engr Admin
Fargo, ND 58102
Phone #: 701-231-7286*

Requested By: _____

Date Requested: _____

Requestor Email: _____

Advisor/PI: _____

Contact Number: _____

Department Reference #: _____

Department: _____

Authorization:

Department Business Coordinator – Signature Date:
Signer must have the authority to approve depletion of funds

Advisor/PI Approval – Signature Date

Funding:

Account	Fund	Dept #	Program	Project	Project End Date	% Split

Recharge Center Rates (effective 11.01.23):

- Load Frames Unit - [includes MTS Criterion, Instron and Servo] = \$30/hr
- High Performance 3D printer Unit - [includes Markforged and Figure4] = \$.25/gram
- Standard Performance 3D printer Unit - [includes Raise3D and Bamboo Lab] = \$.08/gram

Note: NDSU personnel and students are considered external users if they are using equipment for personal use. See website for external rates. www.ndsu.edu/coe/

Service Request Details: *Questions regarding your service request can be directed to Rob Sailer at 231-5347.*

- Equipment (units): ___ Load Frames ___ High Performance 3D Printer ___ Standard 3D Printer
- Test/Print Completed by self: ___ Yes ___ No
- Test/Print Completed by ME Staff: ___ Yes ___ No
- Est. Time Frame: _____
- Description:

****Email completed copy to: Rob.Sailer@ndsu and Bethany.a.dahl@ndsu.edu****