

Application for Lab creation in the Research Commons Network (ReCoN)

This document serves to grant authorization to use the research infrastructure provided by TU Dresden in Core Facilities. The booking software ReCoN requires access to the IDM of TU Dresden. If you do not yet have guest access, this will be created. Please send the completed and signed form by e-mail to the [Technology Platforms team](#).¹

I would like to use the following core facilities:

I request a ZIH guest account(s) for the use of ReCoN: **yes:** ☐ **no:** ☐

For the following staff members:

Name	First Name	Email

A working group for managing budgets and employees in the ReCoN accounting software is to be created: **yes:** ☐ **no:** ☐

Attribute		Comments
Lab Name		The final lab name will be determined in consultation with the Technology Platforms team
Lab Admin/ responsible person: Name, First Name ZIH-Login (falls vorhanden)		

¹ Contact: technologieplattformen@tu-dresden.de

		Will be assigned by TP administration
Delegates (If applicable): Name, First Name ZIH-Login (falls vorhanden)		
		Will be assigned by TP administration
Billing address		Name Street / House No. ZIP / City
Contact persn Name, First Name		Will be assigned by TP administration
VAT-ID (if applicable)		
Currency for transactions		If empty Euro (€) will be used as default

Labadministrators are responsible for

- Invite and remove staff to and from the created lab
- Assign cost responsible person
- Cost assumption confirmation for instrument usage and services

Delegates will receive the same permissions as the Lab admin.