

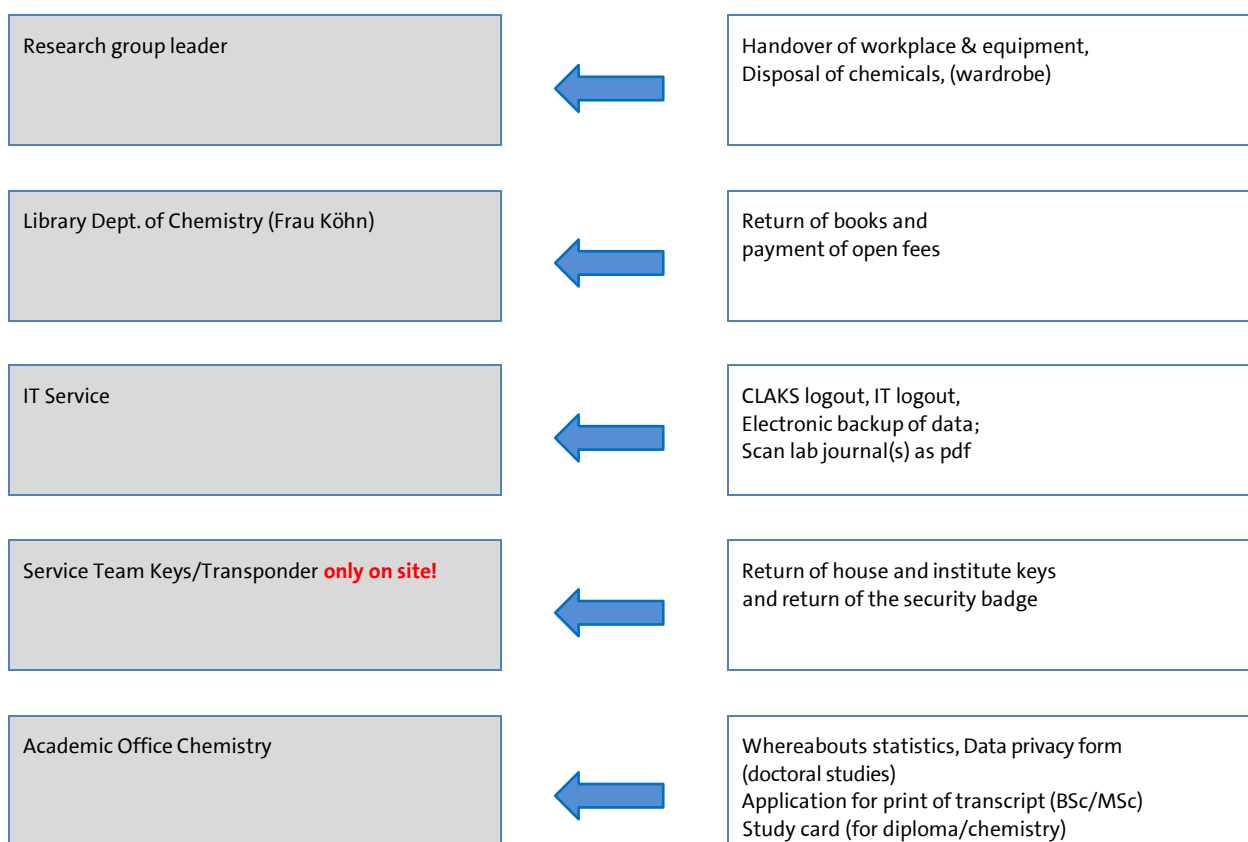
## Organization form upon graduation or leaving the Department of Chemistry

Course of study/Research group \_\_\_\_\_

Diploma   
  B.Sc.   
  M.Sc.   
  Promotion   
  \_\_\_\_\_

Last Name, First Name:	
Research Group:	Institute/Room No./Lab Space:

Please note that **the Library and IT Service departments** currently wish to provide signatures electronically for the closing organization. Therefore, it is NOT necessary to make an appointment. Please simply sign up by emailing the routing slip to the appropriate service facilities..



I hereby declare that I

- have transferred all equipment and facilities provided to me by UHH in proper condition to another user/successor:  
(Name).....
- have cleared and cleaned my workplace of chemical residues
- have handed over all chemicals used by me for retention and reserve samples demonstrably (CLAKS issue/transfer list) to another user/successor: (Name) .....
- have properly disposed of the other chemicals or chemical mixtures used by me as well as the reserve samples that are no longer required.

I am aware that, in case that the above information is incorrect, I may be held accountable for it after I leave the Universität Hamburg.

.....  
(Place, date, signature)

## Where to find us:



### Contact:

Department Library Chemistry

[bibliothek.chemie@uni-hamburg.de](mailto:bibliothek.chemie@uni-hamburg.de)

Serviceteam Chemistry

[serviceteam.chemie@uni-hamburg.de](mailto:serviceteam.chemie@uni-hamburg.de)

IT Service

[itservice.chemie@uni-hamburg.de](mailto:itservice.chemie@uni-hamburg.de)

Academic Office

[studienbuero.chemie@uni-hamburg.de](mailto:studienbuero.chemie@uni-hamburg.de) (B.Sc., M.Sc., Diploma)

[promotion.chemie@uni-hamburg.de](mailto:promotion.chemie@uni-hamburg.de) (Promotion)

Indoor Mailbox: Grindelallee 117, Ground floor in front of room 49