**Mail-In Program Requirements for GP-SANS**

* Program is intended for users needing data for a limited number of samples to finish a publication that is otherwise complete
* Mail-in proposals can be submitted throughout the year
* It will undergo internal review by the instrument team and management
* Beamtime for an approved mail-in experiment is allocated and scheduled based on instrument availability and a first-come, first-serve basis
* No more than 10% of overall beamtime will be allocated to the mail-in program with up to 12 hours of beamtime for each approved mail-in proposal
* Only the robot with Peltier element setup will be used, i.e., ambient pressure and temperature range of C to C
* Only the standard instrument configurations shown below are available
* Samples will be shipped to local contact including handling and storage requirements
* Only shelf stable (3 months) samples are accepted
* No mixing of samples will be provided, only easy and ready to fill samples are accepted
* If sample filling and removing requires more attention, sample cells will be shipped to the user before and after the experiment
* A detailed measurement plan and sample disposal plan must be provided by the user together with safety data sheet (MSDS)
* Data will be reduced with standard procedures and e-mailed to the user within 3 days after the experiment is performed
* No data analysis is included in mail-in program, but the user can reach out to the instrument team any time
* The instrument team is not responsible for any sample degradation or problems that result from sample handling during shipment
* If experiment requires more attention from the instrument scientist, a general user proposal must be submitted

**Standard configurations:**

|  |  |
| --- | --- |
| **Low Q:** SDD: 19m,  **Mid Q:** SDD: 7m,  **High Q:** SDD: 1m, |  |
| **Full Q-range with standard settings:** (0.004-1) | |

**Mail-In Statement of Research for GP-SANS**

**PI Name and Affiliation:**

**Related IPTS Number:**

**Title:**

**Mail-In Justification:** (*1-2 sentences justifying the use of mail-in program*)

**Research Statement:** (*1-2 paragraphs, background, previous results*)

**Planned Experiment:** (*Brief description of the samples and measurement plan*)

*Please limit the length of the Statement of Research to 2 pages, including graphics with font size no smaller than 12 pt.*