**Maxwell Centre Powder X-ray Diffractometer – Booking Rules and Billings**

Queries should be sent to [maxwell-powderXRD-users@lists.cam.ac.uk](mailto:maxwell-powderXRD-users@lists.cam.ac.uk).

*Maxwell Centre booking rules and rates are reviewed periodically; changes will be advertised via email to the XRD users list.*

**Booking Rules**

Bookings are managed using a google calendar, access to which is given following user training. General training allows for use of the instrument for measurements at ambient temperatures, further training is required prior to use of the low temperature stage.

Bookings should be made no more than 2 weeks in advance. Until the day of the booking, bookings are limited by the following:

* Weekdays 8 am – 1 pm: Maximum of one hour booking
* Weekdays 1 – 6 pm: Maximum of two hour booking
* Evenings and weekends no restrictions.

Bookings can only be made by registered users of the Powder Diffractometer.

Exceptions to the booking rules will be considered on an individual basis, please contact [maxwell-powderXRD-admin@lists.cam.ac.uk](mailto:maxwell-powderXRD-admin@lists.cam.ac.uk) for further details.

If you cancel your slot please email the user list at:

[maxwell-powderXRD-users@lists.cam.ac.uk](mailto:maxwell-powderXRD-users@lists.cam.ac.uk)

**Billing Rates**

An hourly rate (billed in half-hour increments) is charged for use of the instrument. Billings are capped for overnight and weekend experiments.

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|  | **Maxwell/Phys** | **UCAM/other HEI** | **Other** |
| Hourly rate | £10 | £15 | £40 |
| Evening (6pm – 8 am) capped at | £50 | £75 | £200 |
| Weekend day (8 am – 6pm) capped at | £50 | £75 | £200 |