***NOTE:  Please send your email reply to*** ***astro-90ops@list.arizona.edu*** ***as soon as possible and NO LATER THAN 21 days prior to the start of your observing run. If you have multiple runs/programs, please submit a form for each, individual visit to the observatory.***

***90" Bok Telescope Observer Request Form***

PROPOSAL ID:

DATES:

TITLE OF PROPOSAL:

INSTRUMENT:

To prepare for your observing run at the 90” telescope, the Telescope Operations Group requires you to complete this form and email it to***astro-90ops@list.arizona.edu*** ***.***

Please be aware that:

1.)    Non-facility instrumentation must be installed so that telescope balancing can be completed by 3:30 p.m.

2.)    No more than FOUR (4) observers are allowed in the 90" control room.

3.) Observers can opt to require masks in the control room, dome, and other observatory buildings if they are concerned about any airborne pathogens. Please contact Paul Smith (pssmith@arizona.edu) before your observing run if you plan to require masks so that Mountain Operations personnel will be alerted to your requirements.

4.)    Operations personnel have complete access to the facility between 8:00 a.m. and 4:00 p.m.

5.)    Allocation of observing time by the scheduling committee DOES NOT imply certification for observing.  Your responsibilities in this regard are spelled out in the [UAO GUIDELINES FOR OBSERVING](http://james.as.arizona.edu/~psmith/90inch/guidelines.html). Failure to adequately attend to these responsibilities will result in forfeiture of observing time. On-site training of uncertified observers can now take place subject to the occupancy rules for the control room.

6.) It is essential for foreign nationals to bring their passport and travel/residence documentation with them.

7.) Local observers are required to bring their own bedding and towels. Observers visiting from out of town may use bed linens and towels supplied by the observatory and located in the laundry room of the dormitory. Remove all used items from your room at the end of your observing run and place them in the bin in the laundry room, which is located at the south end of the lower floor of the dormitory.

8.) Observers are expected to provide their own transportation to the observatory.

9.) Please keep a radio with you. There is a permanently-mounted radio in the 90". During sleep periods, it is advisable to turn off your portable radio unit. Channel 1 is the mountain-wide common frequency.

10.) **Quiet Hours are until 4PM. Please prevent doors in the dormitory from slamming at all times.**

*CERTIFIED OBSERVER WHO WILL BE PRESENT AT THE TELESCOPE AT ALL TIMES* (Please include their email address):

*OBSERVERS NEEDING DORM ROOMS* (90” observers stay in lower level of the dormitory. If the duplex is required for housing, keys can be found on site):

*OBSERVERS NEEDING TO CHECK OUT KEYS FROM THE STEWARD OBSERVATORY MOUNTAIN OPERATIONS OFFICE (Rm. 358; see Barbara Abril or see Michelle Cournoyer in the Steward Observatory main office):*

*APPROXIMATE ARRIVAL DATE AND TIME AT 90" TELESCOPE* **(Do *NOT* ENTER the dormitory or duplex before 4pm unless given permission to do so by on-site staff):**

*APPROXIMATE DEPARTURE DATE AND TIME FROM 90" DORMITORY* (**Please vacate your dorm room by 1pm**):

*TECHNICAL REQUESTS*:

*HARDWARE* (non-standard instrument configuration, filters, cryogens, etc.). Note to **90Prime** users:  Please specify the **filters** that you wish to have installed in the filter wheel:

*ADDITIONAL SUPPORT REQUIRED*: