

Procedure and Surgery Room Reservations

To schedule the use of these rooms please submit a request in your **Outlook Calendar**.

You will need to add a meeting to your own calendar and then "Invite Attendees" and add the room name in the "To" line, NOT in the "Location" line.

REQUESTS FOR THESE ROOMS ARE AUTOMATICALLY ACCEPTED BASED ON AVAILABILITY.

This is a free, shared space. Please be considerate when scheduling by reserving only the time you need. Be mindful to remove all equipment and clean surfaces after use to keep the area ready for the next user.

- LAR Bay 109 Procedure Rm
- LAR Bay 120 Procedure Rm
- LAR Painter C113 Procedure Rm
- LAR Painter C115 Procedure Rm
- LAR Painter D104 Necropsy Rm
- LAR RBL A131 Necropsy Rm
- LAR RBL A132 Biosafety Cabinet A
- LAR RBL A132 Biosafety Cabinet B
- LAR RBL A134B Biosafety Cabinet

REQUESTS FOR THE FOLLOWING ROOMS REQUIRE PRIOR APPROVAL.

There will be an anesthesia rental charge if the anesthesia machine in the room is needed. LAR Tech Services will contact you at the time of booking the request to ask if you need the anesthesia machine or not. This can also be noted in the calendar request for expedited approval.

Calendar requests must include a protocol number and a 7-digit CSU account number. Approval will be granted if this information is included and space is available.

- LAR Painter D118 Procedure Rm
- LAR Bay 111 Procedure Rm

REQUESTS FOR THE USE OF THE SURGERY SUITE REQUIRE PRIOR APPROVAL.

This suite is charged a daily room rate

Calendar requests must include a protocol number and a 7-digit CSU account number. Approval will be granted if this information is included and space is available.

- LAR Painter D122 Surgery Rm

Anesthesia machine, surgical gloves, hairnets, masks, and prep supplies are provided. Please contact us at the email below if you have specific requests for anesthesia machine setup/supplies.

Need Supplies?

Please submit a Work Order through our website under LAR SERVICES,
<https://www.research.colostate.edu/lar/>

A valid protocol and a 7-digit CSU account number are required. Please be sure to match the date and room # with the Calendar request submitted.

Questions?

Please contact **LAR Tech Group** lar_tech_group@colostate.edu