

NATIONAL CYBERSECURITY R&D LAB USAGE ORDER FORM

Instruction:

1. Please complete the order form and submit to support@ncl.sg.
2. An acknowledgement email will be sent to Team Leader's Registered Email address.
3. Please read the **Important Notes** on the next page before submitting the order form.

Team Name:

Experiment Name:

Team Leader's Full Name:

Registered Email Address:

Number of
Bare Metal:
(If Applicable)Number of
Virtual Machines:
(If Applicable)Usage Start Date:
(dd/mm/yy)Usage End Date:
(dd/mm/yy)Alternate Start Date:
(dd/mm/yy)Alternate End Date:
(dd/mm/yy)

Number of User:

By submitting this order form, I agree to [Documentation](#) and [Master Subscription Agreement](#).

Team Leader's Signature:

Date:

Important Notes

Rate

Please refer to <http://ncl.sg/pricing> for available packages.

Reservation

Long-Term Reservation: For reservation made more than one month, the reservation will be sent to Committee for prioritization at the **third work day** of the month. Users will be informed on the **fifth work day** of each month on the status of the reservations.

Short-Term Booking: For reservation made less than one month but more than three days, the reservation will be approved automatically, subject to **availability** and on a **first-come-first-serve basis**. A user may use the use the resources directly (i.e. without any reservation), subject to availability.

Please refer to Documentation Section 5 'Prioritization' for more information.

The resource booking will also be updated on the website.

Payment

An invoice will be issued to the user after the usage period. Payment can be made via credit/debit card (Visa, MasterCard, and Amex only) and GIRO. Payment details will be shown on official invoice. Other methods such as Cash, Cheque, Telegraphic Transfer, EZ-Link or NETS **WILL NOT** be accepted.

Cancellation

Cancellation of the reservation could be made as near as one month prior to the reservation date.

- For Cancellation made more than three months, no charges will be incurred.
- For Cancellation made less than three months, partial rate will be incurred (refer to Documentation Section 5.9 'Cancellation').
- For cancellation made less than one month, full charges will be incurred.

Please refer to Documentation Section 5 'Prioritization' for more information.

Complimentary Services

NCL provides the following complimentary services at no additional charges:

- Customized auto-provisioning of host & network using DeterLab
- Customized auto-provisioning of host & network using OpenStack
- Auto-provisioning of CVE environment via NCL CVE Catalog
- Auto-provisioning of NCL Secure Distributed Environment
- Auto-provisioning of NCL Hybrid Cloud Environment

Privacy

Personal data is collected during reservation for resource management and accounting purposes. We **WILL NOT** release your personal data for commercial use.