

RECEIVING MATERIALS

Questionnaire for Material Transfer Agreement

In order to expedite and facilitate reaching an agreement on the above referenced MTA, and at the same time maximize our ability to protect your technology and act in your best interest, in conjunction with that of the University, it is necessary to receive the following information:

1. Name and Title (e.g., Asst. Prof.) of Principal Investigator requesting material:

2. Provider of Material and Provider's Institution or Company:

3. Type of Material (please define, if necessary):

4. Do you have the Material in your possession? Yes No

5. Is the Material available commercially or through any other source such as a Research Reagent Bank or Depository? Yes No

6a. Use of Material (please be specific):

6b. Does the scope of work involve other UCF employees? Yes No

6c. Does the research involve hazardous substances? Yes No

7a. Do you receive industrial support for:

- any portion of your salary or the salary of individuals working under your supervision on the project in which Materials will be used? Yes No
- the research project in which Materials will be used? Yes No
- purchase of supplies, reagents, animals, tissues or cells which will be used in the research project for which Materials are being requested? Yes No

If you responded "Yes" to any of the above, please explain briefly:

7b. Please list the sponsors (for-profit, Foundations, Federal, etc.), title of research projects, and, if appropriate, grant numbers of the on-going sponsored research projects in which the Material will be used.

8. Will the Material be used in conjunction with any Other Materials received from another institution, company, or other third party? Yes No

(a) If yes, please identify the Other Materials and where they come from:

(b) If yes, was there an Agreement, Statement of Investigator Form, letter of intent or correspondence of any kind between you and the provider of the Other Materials stating any conditions, restrictions, or guidelines under which the Other Materials will be used?

Yes No

(c) If yes, and you have not already provided a copy to Sponsored Research, please do so now.

9. Does the research involve any material or method of value or potential value that you have developed? Yes No

If yes, please list and describe relevant patents or invention disclosures.

10. Do you anticipate that **any** inventions will be developed from the use of the Material? Yes No

If yes, please discuss (e.g., will invention incorporate Material, will invention be an entirely new product, cell line, etc.).

11. Please provide the name, phone number and, if possible, the address of a contact person at the institution/company from whom you are requesting the Material. Either the scientist or the institutional/ company representative who deals with technology transfer will suffice.

12. If you have not already done so, please provide UCF Sponsored Research with any Material Transfer Agreement or other agreement provided by the Provider regarding the PI's request for Material.

Please be aware that there may be terms and conditions in the Material Transfer Agreement which may (i) preclude your use of the Materials in research sponsored by third parties, or (ii) prevent you from obtaining materials in the future from third parties whose policies do not allow distribution of biological materials to investigators whose rights to commercialize technology may be limited by pre-existing obligations.

I certify that all information provided is accurate.

Signature

Date

Principal Investigator's Phone # _____
Fax # _____

Please fax the completed, signed form to Office of Research at 407-823-3299. Thank You.