

Loughborough University		Authorisation to Acquire or Transfer HTA Licensable Material	
The Centre for Biological Engineering			
Doc Ref: HTA-PR-FORM/011	Version N ^o :	1.0	Issue Date:

AAT No: CBE/AAT/000	<input type="checkbox"/> Incoming material <input type="checkbox"/> Outgoing material
----------------------------	---

To be completed by the Principal Investigator or Person Responsible for the acquisition or transfer of HTA licensable material

Name:	Role:	
Contact Details: Tel: Email:	Department:	
Research Project Reference:		
Research Project Title:		
Material Transfer Agreement Ref Number:		
Biological Risk Assessment Ref Number		
Supplier Organisation <i>(as applicable):</i>	Address:	Country:
If material is imported (from outside England, Wales and Northern Ireland) provide a brief statement of justification		
Destination Organisation <i>(as applicable):</i>	Address:	Country:
Type/ID of material: <i>(eg primary cell, cell line, tissue, body fluid, excreta, biological agent)</i>		
Format / Quantity: <i>(eg number of vials, slides, etc)</i>		
Transport conditions:		
Fate of material following project completion:	<input type="checkbox"/> Return to provider <input type="checkbox"/> Transfer to another organisation	<input type="checkbox"/> Retain <input type="checkbox"/> Dispose
Proposed date of receipt or transfer		

Authorisation for acquisition or transfer:

Principal Investigator (PI) or Person Responsible:	Name:	Signature:	Date:
Departmental Person Designate (dPD)	Name:	Signature:	Date:
Designated Individual(DI) or Deputy DI or University PD <i>(only required if the dPD is also the PI or dPD is unavailable)</i>	Name:	Signature:	Date: