

INBOUND MTA FORM - COMPANY
(When receiving materials from a company)

Please email the completed form to your BODFI case manager. Please include the company's MTA form, if available. We recommend that you submit this form at least 30 days in advance of your proposed project start date. Questions? Please contact your case manager.

1. Investigator Information

Your Name	Your Laboratory PI's name
Name and Description of the Material <i>Please include origin, genes encoded, vectors, antibody specificity, etc. Include citation or website, if applicable.</i>	
Address where Material will be Used/Stored:	
Will materials and/or data be sent back to the company in exchange for this material, as part of a collaboration? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes <input type="checkbox"/> Materials <input type="checkbox"/> Data <input type="checkbox"/> Both	

2. Company Information

Company Name	Company Address	
Company Scientist's Name	Company Scientist's Phone #	Company Scientist's Email Address
Agreement Contact at Company <i>(if known)</i>	Agreement Contact's Email Address <i>(if known)</i>	

3. Material Information

- a) Is the Material, or its nucleic acid or genetic elements, on the [Federal Select Agent List](#) or does it contain recombinant DNA or potentially hazardous biological agents? Yes No
- b) Will this Material be used for the diagnosis or evaluation of human subjects? Yes No
- c) Is the Material derived from patients (ex. tissue, DNA)? Yes No
- Provide approved DFCI IRB protocol #: _____
- Does the material contain identifiable patient information? Yes No
- d) Does the Material contain human Embryonic Stem Cells? Yes No
- e) Did you initiate the request for the Material , or
Did the Company solicit you to use the Material ?
- f) Has the Material been described in a publication? Yes No
- g) Can the Material be purchased or obtained from any other source? Yes No

If Yes, describe: _____

4. Research Plan

- a) Will you obtain any information or data pertaining to the Material that could be considered confidential or proprietary to the company? Yes No
- b) Will you be creating derivatives or modifications of the Material? (e.g. sub-cloning plasmids, mutagenizing, transfecting cell lines, chemically modifying compounds, cross-breeding animals, etc.) If yes, please describe in 4(d) below. Yes No
- c) Is the proposed research relevant to any invention previously disclosed to, **or which you plan to disclose to, BODFI?** If yes, please describe in 4(d) below. Yes No
- d) Do you have any collaborators either here at DFCI or at other institutions who will be working on this research project with you? Yes No
- e) If yes to 4d), in the course of the research project, will the Material be transferred to your Collaborator's institution/company? Yes No
- f) Please describe how the requested Material will be used below. Please attach any relevant documentation to this form (e.g. the research plan, protocol, scope of work, emails between you and the Company, etc.), as necessary.

5. Conflict Potential

- a) Will you use or combine the Materials with any materials/equipment received from a third party under a written agreement? Yes No
- b) Does the proposed research have any funding or salary support from a third party? Yes No

If yes to either of the above, please explain:

- c) Do any of the DFCI researchers participating in this research project (or their family members) have a financial interest in the Company, such as income, a consulting relationship, serving on an Advisory Board or Board of Directors, ownership of equity, etc.? Yes No
- d) Do you have any collaborators (at DFCI, another academic institution, or a company) on the project? Yes No

If yes, please identify:

DFCI Principal Investigator

I recognize the Materials I receive under this MTA may not be distributed to any other lab or investigator, both inside DFCI and outside DFCI.

I hereby certify that to the best of my knowledge, the information provided above is accurate and complete:

Signature: _____

Name: _____

Date: _____