

## UBMTA Implementing Letter

The purpose of this letter is to provide a record of the biological material transfer, to memorialize the agreement between the PROVIDER SCIENTIST (identified below) and the RECIPIENT SCIENTIST (identified below) to abide by all terms and conditions of the Uniform Biological Material Transfer [[Page 12775]] Agreement (“UBMTA”) March 8, 1995, and to certify that the RECIPIENT (identified below) organization has accepted and signed an unmodified copy of the UBMTA. The RECIPIENT organization's Authorized Official also will sign this letter if the RECIPIENT SCIENTIST is not authorized to certify on behalf of the RECIPIENT organization. The RECIPIENT SCIENTIST (and the Authorized Official of RECIPIENT, if necessary) should sign both copies of this letter and return one signed copy to the PROVIDER. The PROVIDER SCIENTIST will forward the material to the RECIPIENT SCIENTIST upon receipt of the signed copy from the RECIPIENT organization.

Please fill in all of the blank lines below:

1. PROVIDER: Organization providing the ORIGINAL MATERIAL:

Organization: The Ohio State University  
Address: 1524 N. High St.  
Columbus, Ohio 43201

2. RECIPIENT: Organization receiving the ORIGINAL MATERIAL:

Organization: <<Insert Other Party Full Legal Name>>  
Address: <<Insert Other Party's Address>>

3. ORIGINAL MATERIAL (Enter description): <<Insert description of the material>>

4. Termination date for this letter (optional): <<Insert date for termination>>

5. Transmittal Fee to reimburse the PROVIDER for preparation and distribution costs (optional).

This Implementing Letter is effective when signed by all parties. The parties executing this Implementing Letter certify that their respective organizations have accepted and signed an unmodified copy of the UBMTA, and further agree to be bound by its terms, for the transfer specified above.

**PROVIDER SCIENTIST**

Name: <<Insert OSU PI Name>>  
Title: <<Insert title>>  
Address: <<Insert Address>>  
<<Insert Address>>  
<<Insert Address>>

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**RECIPIENT SCIENTIST**

Name: <<Insert Recipient Scientist Name>>  
Title: <<Insert Title>>  
Address: <<Insert Address>>

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**RECIPIENT ORGANIZATION CERTIFICATION**

Certification: I hereby certify that the RECIPIENT organization has accepted and signed an unmodified copy of the UBMTA (May be the RECIPIENT SCIENTIST if authorized by the RECIPIENT organization):

Authorized  
Official: <<Insert Authorized Official Name>>  
Title: <<Insert Authorized Official Title>>  
Address: <<Insert Authorized Official Address>>

Signature: \_\_\_\_\_

Date: \_\_\_\_\_