

University of North Texas Health Science Center  
MTA EXPEDITING FORM FOR PROVIDING MATERIALS

Please read and complete all the line items on this form, then, email a copy of Page 1 to OSPContracts@unthsc.edu.  
***THIS IS NOT A MTA, BUT MAY BE USED TO PREPARE A MTA. Your MTA cannot be referred to UNTHSC's signatory until this form is completed and processed.***

Providing Scientist: \_\_\_\_\_ Department: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Bldg./Room#: \_\_\_\_\_ E-mail: \_\_\_\_\_

MATERIALS Requested (MATERIAL) \_\_\_\_\_

Name of Institution/Company requesting MATERIALS (RECIPIENT) \_\_\_\_\_

Address of Institution (RECIPIENT) \_\_\_\_\_

Recipient Scientist or Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Person Conducting Research/Study: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Describe the MATERIAL in layman's terms

Was the MATERIAL developed using external funding?

No Yes

If yes, please list the associated ProjID(s); if no, please explain.

Describe RECIPIENT'S intended use of the MATERIAL (RESEARCH PLAN):

Has a description of MATERIAL been published?

No Yes If Yes, where and when (citation)

Proposed time period for RECIPIENT'S use and possession of MATERIAL

Are you the only source for MATERIAL?

No Yes Not sure

If No, who else is a source for MATERIAL?

Is the transfer of MATERIAL part of a collaboration?

No Yes

If Yes, do you have a written agreement describing the collaboration?

No Yes

Was the MATERIAL developed solely in your lab at UNTHSC?

No Yes If No, where was it developed and by whom?

Has the MATERIAL been disclosed to UNTHSC as an invention?

No Yes

Will RECIPIENT be producing any progeny\* or unmodified derivatives\*\* from MATERIAL?

No Yes Not sure

Do you want a copy of the research results from RECIPIENT?

No Yes

Do you want to review RECIPIENT'S findings prior to publication?

No Yes

Do you want to be acknowledged in RECIPIENT'S publication(s)?

No Yes

Do you wish to be reimbursed by RECIPIENT for the cost of the MATERIAL?

No Yes

If Yes, please provide cost and account number costs were encumbered from

Was the MATERIAL originally obtained from another firm, institution or colleague?

No Yes If Yes, who was the original provider?

Does the MATERIAL contain or was it derived from material(s) received from others? (repositories, gifts, MTAs)

No Yes If Yes, what are the other material(s) and providers?

Does the MATERIAL incorporate technology patented or owned by a third party?

No Yes If Yes, what are the name(s) of the patent holder and patent number(s)?

Do you want RECIPIENT to return or destroy any remaining MATERIAL, progeny and unmodified derivatives after completing RESEARCH PLAN?

Return Destroy

Is the MATERIAL a select agent or toxin as defined by the federal government? See [www.cdc.gov/od/sap/docs/salist.pdf](http://www.cdc.gov/od/sap/docs/salist.pdf) for a list of select agents and toxins.

No Yes If Yes, please describe

To the best of my knowledge, the above information is true and correct.

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

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

## DEFINITIONS

\*Progeny: Unmodified descendant from the MATERIAL, such as virus from virus, cell from cell, or organism from organism.

\*\*Unmodified Derivatives: Substances created by the RECIPIENT which constitute an unmodified functional subunit or product expressed by the MATERIAL. Some examples include: subclones of unmodified cell lines, purified or fractionated subsets of the MATERIAL, proteins expressed by DNA/RNA supplied by the PROVIDER, or monoclonal antibodies secreted by a hybridoma cell line.