**Request for Exportation of Animals from ETSU**

| Approvals must be obtained before animals can be exported from ETSU to other institutions/research facilities. To export animals to another research facility, a “Request for Exportation of Animals” form must be submitted to the DLAR Office at least two weeks in advance of the proposed shipping date. The receiving institution will likely require several procedural steps, forms, and reports (e.g. health surveillance of the animals to be shipped) before granting approval. Animals will not be shipped until approval is granted by the recipient. The shipping of all animals must be arranged by the DLAR Office to assure that a valid Animal Study Protocol exists, approval to ship has been granted by the recipient, and an appropriate carrier has been identified. Necessary funding sources must be identified for all expenses incurred to facilitate the export process (health surveillance, shipping cartons, shipping charges, etc.). |
| --- |

# **Principal Investigator requesting import:**

Department:

Phone:

email:

Protocol Number:

Account number for incurred expenses:

(housing, health testing, freight charges, etc)

# **Animals to be shipped:**

Animal species:

Strain/line:

Relevant Phenotype:

Number of males:

Number of females:

Proposed shipping date:

Special Requirements (housing, care, etc):

# **Receiving Institution/Facility:**

Investigator:

Address:

Phone:

email:

**Import Coordinator** (responsible receiving authority):

Address:

Phone:

email:

Please direct questions to Dr. Greg Hanley, 423-439-6783, [hanley@etsu.edu](mailto:hanley@etsu.edu)

| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| --- | --- |
| PI signature | Date |