

Required Certifications and Signatures:

PRINCIPAL INVESTIGATOR

As the PI on these projects, I understand that I must work with the Office of Sponsored Programs to obtain formal Sponsor approvals for these items, if necessary. Additionally, I understand that I must notify Property Management of any equipment proposed to be transferred to assure compliance with university procedures and proper removal of property from the University's records. I agree that I will not remove any MSU property or equipment without approval from Property Management.

DEPARTMENT HEAD, DEAN/DIRECTOR

After review of the above, I am in agreement with the proposed actions. By signing below, I agree that appropriate steps should be taken in accordance with Sponsor and University guidelines to initiate such actions.

Once signed, submit to OSP and Property Management

Copies to: Department Head, Property Management, Technology Transfer Office

Please provide the name and address of an official at the new institution who is authorized to accept title and accountability for the property:

Institution: _____

Contact Name: _____

Contact Title: _____

Contact Email: _____

Contact Phone: _____