

**THE WASHINGTON UNIVERSITY  
OUTBOUND QUICK-MATERIAL TRANSFER AGREEMENT  
FOR USE WITH ACADEMIC / NON-PROFIT RECIPIENTS ONLY**

See Reverse for Instructions

<b>WU Provider Name</b>  <input type="checkbox"/> <b>Provider is HHMI Investigator</b>	<b>WU Provider's Address:</b>	<b>Transfer Date</b>
<b>Recipient Investigator's Name</b>	<b>Recipient Non-Profit Institution: Name &amp; Address</b>	

**Description of material being provided:**

**BY YOUR USE OF THE MATERIAL PROVIDED, YOU ACCEPT THE FOLLOWING TERMS AND CONDITIONS. IF YOU DO NOT AGREE WITH THESE TERMS AND CONDITIONS, OR IF YOU HAVE RECEIVED THIS MATERIAL IN ERROR, YOU MUST RETURN THE MATERIALS TO THE WU PROVIDER AT THE WU PROVIDER'S ADDRESS ABOVE.**

The material described above, including any progeny, portions and/or unmodified derivatives thereof, is being provided to you by the WU Provider for non-profit research purposes in your laboratory only, and your authorized use of the material is conditional upon and subject to your agreement to the following terms and conditions.

Any material delivered pursuant to this agreement is provided "AS IS" and understood to be experimental in nature and may have hazardous properties. **THE WASHINGTON UNIVERSITY [and HHMI if applicable] MAKES NO REPRESENTATIONS AND EXTENDS NO WARRANTIES OF ANY KIND, EITHER EXPRESSED OR IMPLIED. THERE ARE NO EXPRESS OR IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE (WHETHER OR NOT PROVIDER KNOWS, HAS REASON TO KNOW, HAS BEEN ADVISED OR IS OTHERWISE AWARE OF SUCH PURPOSE), OR THAT THE USE OF THE MATERIAL WILL NOT INFRINGE ANY PATENT, COPYRIGHT, TRADEMARK, OR OTHER PROPRIETARY RIGHT.** Except to the extent prohibited by law, your Institution assumes all liability for damages, which may arise from your use, storage or disposal of the material. The Washington University (including, but not limited to, its directors, trustees, officers, employees, students, and agents, as applicable) [and HHMI, if applicable] will not be liable to you or your institution for any loss, claim or demand made by any other party, due to or arising from your use of the material, except to the extent permitted by law when caused by the gross negligence or willful misconduct of The Washington University [or HHMI, if applicable]. The material shall not be used for any commercial purpose or for work on or in human subjects, including diagnostic testing. Should the use of this material result in one or more scientific publication(s), you shall acknowledge in the publication(s) that the material was provided to you by the WU Provider identified above. The material may **NOT** be distributed to any other party (for-profit or non-profit, including other researchers at your institution) for any reason, without the prior written permission of the WU Provider.

## Instructions for use of the WU Quick-MTA

The WU Quick-MTA has been developed in an effort to simplify the process of sending basic research tools from Washington University to other academic and non-profit researchers. Any Washington University Principal Investigator, may use this form if **all** of the conditions 1 - 3 below are met. **(if WU Principal Investigator has an HHMI affiliation see note below\*)**.

**1. The Material will be transferred to a recipient who:**

- a. is a Principal Investigator in a non-profit and/or educational research institution only; and
- b. plans to use the material for non-commercial academic research purposes only; and
- c. will not use the material for research, testing, or treatment involving human subjects or for making any decisions relating to human diagnosis or care.

**2. The Material:**

- a. was created at Washington University under the supervision of a WU Principal Investigator;
- b. does not contain, in whole or in part, any material that was received from another party under an agreement (e.g., other Material Transfer Agreements, sponsored research agreements, or commercial purchases with use limitations) that prohibits redistribution or further transfer of such material;
- c. does not contain fluorescent proteins (e.g. GFP, etc.) ; or TET-System components; and

**3. The Material is NOT:**

- a. human derived tissues, fluids, or samples of any kind; nor
- b. a controlled substance containing pathogens or other harmful biological agents subject to special guidelines and/or procedures; nor
- c. described in, nor is part of, a previous Invention Disclosure that WU is protecting or has protected under one or more patents or pending patents; nor
- d. exclusively licensed by WU to another party.

If the material you plan to send **meets ALL of the above criteria**, you may proceed to use the WU Quick-MTA by:

1. Complete the relevant information in the WU Quick-MTA;
2. Make two (2) copies of the completed WU Quick-MTA;
3. Enclose one copy of the completed first page of the WU Quick-MTA prominently on top of or as a label onto the shipment of material; and
4. **retain the remaining copy for your departmental/laboratory records (see note below\*\*)**.
5. Send the material, with the WU Quick-MTA enclosed, to the recipient.

If the material does not meet all of the above criteria, you have special concerns about your material, or you wish to send material to a for-profit company, please contact the WU Office of Technology Management (OTM) by completing the Outbound MTA Questionnaire Form at [www.otm.wustl.edu](http://www.otm.wustl.edu) and e-mailing, along with any pertinent correspondence from the requestor of the material to: [MTA@otm.wustl.edu](mailto:MTA@otm.wustl.edu). The OTM will then draft and send to the requestor the appropriate agreement, based on the details of the transfer.

**\* Note HHMI Investigators: In addition to Washington University policies, WU investigators that are affiliated with the Howard Hughes Medical Institute (HHMI) are also subject to HHMI policies for sending materials that meet the above criteria. HHMI Investigators may use this form, provided you check the box indicating your HHMI affiliation and send a copy of the fully executed WU Quick-MTA to your HHMI MAS.** If the material does not meet all of the above criteria, you have special concerns about your material, or you wish to send the material to a for-profit company, please contact the WU Office of Technology Management (OTM) by completing the Outbound MTA Questionnaire at [www.otm.wustl.edu](http://www.otm.wustl.edu) and e-mailing, along with any pertinent correspondence from the requestor of the material to: [MTA@otm.wustl.edu](mailto:MTA@otm.wustl.edu). The OTM will then draft and send to the requestor the appropriate agreement, approved by HHMI, based on the details of the transfer.

**\*\* Note: Investigators sending materials under the WU Quick-MTA are responsible for maintaining their own records regarding materials sent under this expedited MTA process and should follow their departmental policies on record retention. The Washington University Office of Technology Management will not be maintaining any records of transfer of material made under the WU Quick-MTA.**

For additional assistance, please contact The Washington University Office of Technology Management at [MTA@otm.wustl.edu](mailto:MTA@otm.wustl.edu).