



Voucher Loan Application
Museum of Texas Tech University

Institution: _____
Address: _____
Contact: _____
Telephone _____ E-Mail: _____

In order to have your loan application processed, you must agree to abide by the conditions outlined on this page. If your application is approved, you will be required to sign a loan contract with the same conditions when the loan is received.

1. **Acknowledgment in Scientific Publications**– Any publication resulting from this loan of tissues must acknowledge “Museum of Texas Tech University” as the source of the tissues. Further, such publications are expected to refer to the existence of voucher specimens by including the voucher numbers and the name of the institution where the vouchers are housed. Two copies of each publication must be provided to the NSRL.
2. **Return of Unused Samples**– On completion of the project, the borrower agrees to return all unused tissues and/or resulting DNA samples to Texas Tech University.
3. **Additional Projects**– Use of tissues, DNA libraries, etc. for other studies not outlined in this loan application requires prior, written approval.
4. **Transfer of Tissues or DNA**– Tissues or DNA shall not be transferred to other researchers or institutions without prior, written approval from the Museum of Texas Tech University.
5. **Specimen Identification**– Texas Tech University is not responsible for verifying the identification of tissues or vouchers. Every effort has been made to ensure accuracy of information concerning scientific identification, locality, etc., however, some errors do exist. Personnel at the Museum of TTU will assist, where possible, with identification endeavors, but the ultimate responsibility lies with the borrower and authors of publications using tissues.
6. **Data**– All sequence data resulting from the use of tissues from the Museum of Texas Tech University must be registered in GenBank or a comparable archive that provides access to the data by members of the scientific community. GenBank numbers must be provided to the Museum of Texas Tech University.
7. **Permits**– The borrower is responsible for ensuring legal eligibility for transfer and receipt of the tissues being requested.
8. **Intellectual Property Rights**– These materials cannot be used for profit or patent applications. If such application is appropriate, then the legal rights of the country of origin of tissues and Texas Tech University must be negotiated in advance.
9. **Final Report**– The borrower must submit a final report within one year of the original loan date to the Museum of Texas Tech University. This report will include information including but not limited to findings, GenBank number(s), and publication citation(s). Blank report forms will be provided.

SIGNATURE

DATE

Please provide the following information to assist in evaluation of your request. Attach additional sheets, as necessary. Send completed application to Robert D. Bradley, Director, NSRL-Museum of Texas Tech University, Box 43191, Lubbock, TX 79409.

1. Material requested (be as specific as possible):

2. Description of the study (feasibility, significance, genes targeted, location of work):

3. Collaborating persons (PI, co-PIs and students) and institutions:

4. How shipment will be paid. Please provide account number:

5. How many samples will be included in this study? Of these, how many were collected by the collaborators?