**Biological Research Sample Acquisition Request Form**

Acquiring research samples can take time depending on import permits, certificates, compliance letters, etc. requirements.

**Please complete the following table to the best of your ability, to expedite the receipt process:**

|  |  |
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| What are you acquiring? Describe, in detail, the material you are receiving.  Please include any of these relevant details:   * Material name: name of cell, blood, pathogen, nucleic acid, plasmid, relevant genes, etc. * Origin of material: human, animal (what type of animal), plant (what type of plant), etc. * Location of material origin: country (i.e., Canada, Botswana, US) | Material name:  Origin of material:  Location of material origin: |
| Will the sample have any special storage needs if you are not immediately available? For example, freezer or fridge. |  |
| Are any import permits and health (zoosanitary, phytosanitary) certificates required? |  |
| Is a PHAC license or CFIA compliance letter required? |  |
| If applicable, what is the REB file number? (Human cell lines require REB approval) |  |
| Please provide the name, address, institute, and phone number of the sender. |  |
| If you know, what is the risk group and TDG classification of the material? |  |

**UR Stores/Health & Safety to complete:**

|  |
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| **Name:** |
| **Date of Review:** |
| What is the final classification of the material? | |  |
| Is REB approval required? Confirmed by Ara Steininger. | |  |
| Is a *Biological Agent Transfer Notification Form* required? | |  |
| Are import permits, compliance letters, certificates, etc. need? | |  |
| Are new SOPs and risk assessments required? | |  |