University of Kentucky

Department of Laboratory Animal Resources

Rodent Export Request Form

- To request exportation of rodents to outside institutions, please complete this form and return it to Ronda Combs, Email: ronda.combs@uky.edu
- No animals will be shipped until UK DLAR has received approval from receiving institution. You will be notified once we have authorization to ship.
- Once the shipment has been authorized, the shipment will be arranged through the DLAR Animal Shipping Coordinator, Ronda Combs, Contact information email: ronda.combs@uky.edu
  Tel: 323-6018.
- **A $29.83 (domestic) or $59.66 (international) processing fee** will be charged to your account in addition to any related DLAR shipping charges i.e., shipping crates, water source and technician time.
- **THE FORM CANNOT BE PROCESSED UNLESS COMPLETED**

UK Investigator Information

Name:	Department:	Protocol Number:
Telephone:	E-Mail Address:	Account Number:

UK PI Lab Contact Information

Name:	Telephone:	E-Mail Address:

Receiving Institution Information

Institution or Company Name:		
Receiving Investigator's Name:	Telephone#	E-Mail Address:
Other Lab Contact:	Telephone#	E-Mail Address:
Veterinarian's Name:	Telephone#	E-Mail Address:
Shipping Coordinator:	Telephone:	E-Mail Address:

Who is responsible for the courier costs? Choose an Item

Is a Material Transfer Agreement (MTA) necessary to proceed with this transfer? Choose an Item

It is the responsibility of the Principal Investigator to obtain MTA agreement prior to requesting export of rodents. UK MTA Coordinator can be contacted by e-mail at ali.yankey@uky.edu or by phone at 859-323-6358

Description of animals to be exported.

Species / Common Name:	Strain / genotype:
Number of animals for export:	**# of Females: # of males**
Immune Status: Choose an Item	**Special/Clinical Conditions:**
Animal facility / Room number	**Cage Card numbers:**

For DLAR use only, do not write in this section.

Date form received:	**Received by:**
Date H/H reports sent:	**Shipment approved for export:**
Date Approved:	**Approved by:**
Notes:	

Courier:_____ Account#:_____ Job/order# :_____

Completed: _____