**Request for Authorization to Export Controlled Technical Data or Items**

**Title of Award :**

**Sponsor:**

**P.I.:**

**Description of data to be exported and justification for the export:**

**UD person exporting the information:**

Name:

Department:

Campus address:

Phone:

Email:

**Person receiving the export:**

Name:

Department:

Campus address:

Phone:

Email:

**Physical address for Export (or where exported information will be received):**

Street Address:

City:

Country:

**Method of proposed export:**

Regular mail

Shipping company

Email (specify address)

Presentation (specify where):

Other (specify):

Please submit completed form to the UECO

**To be completed by compliance office:**

**Applicable Exemption:**

**License Required:**

**License number and date of issue:**

**Approval to Export:**

**Signature**

**Title**

**Date:**

**Exported materials must be labeled as follows:**

**Copies of the properly labeled exported technical data along with supporting electronic transmissions must be sent to the Compliance Office. Copies of presentations must be sent to the compliance office with documentation of date of presentation. A written record of all telephone or oral disclosures must be maintained and a copy must be provided to the compliance office. The compliance office shall receive the required documentation within 7 days of the export.**