

EMORY UNIVERSITY SCHOOL OF MEDICINE

Whitehead Biomedical Research Building Suite G02

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Fax: (404) 727-8762

Animal Transfer Form: To New PI / Protocol / Stress Level / Location / SpeedType

Email to: darcust@emory.edu or Fax To: Division of Animal Resources (7-8762) Attn: Census Management

Questions to: Leonard Mendez (404) 727-6127 leonard.mendez@emory.edu or Denika Gilmore (404) 727-7426 denika.warwell@emory.edu

Reported by:			Sign to Authorize:					Building where animals housed (before transfer):						
Phone:		Email:		Department:			Date to be Effective:		DAR census processing runs 7-10 days behind today's date. If you would like us to process the transfer on the earliest date possible, please write ASAP. Otherwise, please specify the requested date.					
(1) Species	(2) Qty of animals (eg: 1 cage card with 4 mice. Enter "4")	(3)* Qty of animals NOT used on original protocol	(4) Cage-card or Label Barcode numbers unique # located under barcode on label and above barcode on card. (If you have a spreadsheet listing, attach it and note to see attachment)	Change FROM Original: INCLUDE SEGMENT(S) - (REQUIRED)					TO New PI / Protocol / Stress Level / Location / Account INCLUDE SEGMENT(S) - (REQUIRED)					
				(5) From: PI (Principal Investigator)	(6) From: Prior Protocol #	(7) + From: Stress Level B, C, D, E, NA	(8) From: Speed-Type/Per-diem acct	(9) From: Housing Room	(10) New: PI (Principal Investigator)	(11) New: Protocol #	(12) + New: Stress Level B, C, D, E, NA	(13) New: Speed-Type/Perdiem account	(14) New: Housing Building & Room	(15) Cage cards (3x5) or Labels C or L

*Note on Column 3: Were these animals used in research prior to transfer? If no, these animals will be credited back to the original protocol and debited from the new protocol.

+ Key to Columns 7 and 12

- B=Breeding or Holding
- C=No Pain /Stress
- D=Relieved
- E=Un-relieved
- NA=Rat/Birds/Mouse/Fish/ Agnatha/Amph

Each row must be unique! If you are moving animals from stress level "C" to "D" and animals from "D" to "E" this is two lines of information. Please feel free to make an arrow down or ditto marks where the other data is the same.

Please note that with this form, you are authorizing charges on a new SK or transfers of animals to your protocol!