

**Material Transfer Agreement
Living Collections Access and Distribution Form**

User Information (To be filled out by or on behalf of primary user)

Today's Date: _____	Proposed Date of Collection: _____	
Name: _____	Telephone #: _____	
Position: _____	Email Address: _____	
Organization: _____		
Mailing or shipping address: _____		

_____	_____	_____
City	State/Country	Zip
FedEx Account # (if applicable) _____		

Collection use:

Project Description (please attach an addendum if needed)

Please note any additional requirements/requests for collection or shipping:

Use/Project Type (check one or more box)

- | | |
|---|---|
| <input type="checkbox"/> Breeding/Hybridization | <input type="checkbox"/> Propagation |
| <input type="checkbox"/> Conservation Research | <input type="checkbox"/> Research (other) _____ |
| <input type="checkbox"/> Horticultural Display | <input type="checkbox"/> Teaching |
| <input type="checkbox"/> Horticultural Research | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Molecular Research | |

Is there an intent to commercialize? No Yes (if yes, this will serve as a conditional agreement, with a new agreement drawn up for commercial use)

Plant Records Staff Use Only

Source Number: _____	Shipment Number(s): _____
Date entered: _____	Staff Contact: _____

Species Requested: (To be filled out by or on behalf of primary user. Add extra sheets if more species requested.)

Scientific Name	Accession Number(s)*	Material needed (seeds, stem cutting, leaves, etc.)	Quantity Requested

*Please refer to Gardens Navigator to find accession numbers of plants in the living collections. Please note that plants listed as non-public are usually growing in our greenhouse collections. Some plants listed may be growing at our Chatfield Farms or Mt. Goliath sites. <http://navigate.botanicgardens.org/ecmweb/FindPlant.html>

Terms:

Samples are distributed under the following conditions:

1. Samples will be used only for the purposes stated in the Project Description.
2. Samples will not be further distributed to others without prior consent of Denver Botanic Gardens' (DBG) Horticulture Department.
3. Recipient will provide a report to DBG at the end of the project as well as copies of any publications arising from use of DBG samples.
4. Samples are generally distributed for research, display or education. Post-research, if there is intention to commercialize specific plants, a new agreement will be instituted between DBG and the Primary User.

Signatures

Requester: _____

Approved by: _____

Sarada Krishnan, Director of Horticulture

Date Submitted: _____

Date Approved: _____