

AGREEMENT REVIEW CHECKLIST

PI _____

DSR # _____

Sponsor _____

Essential Contract Clauses:

- | | |
|---|--|
| _____ BOT Identified | _____ Tech/Admin Points of Contact Identified |
| _____ PI Identified | _____ Termination-for cause or without cause
(includes payment for non- |
| _____ Exhibits and Attachments
included(SOW & Budget) | _____ cancelable commitments) |
| _____ Purpose of Agreement Stated
(Research, education or comm.
serv) | _____ Governing Law is FL |
| _____ Start & End Dates | _____ Amendments (in writing) |
| _____ Payment Terms net 40 | _____ No Indemnification by FAU |
| _____ Scope of Work has been reviewed | _____ PI has Reviewed and Signed |
| _____ Nonappropriations (If performance by FAU extends beyond the current fiscal year.) | |

Contract Type : Fixed Price or Cost Reimb. (circle one) _____ Billing Address Provided

Note any missing clauses, unacceptable, or unusual language: _____

Intellectual Property Clauses:

- _____ Patents and Inventions (FAU should own patents for inventions created by FAU employees)
- _____ Publications (PI & Graduate Students should be free to publish; no more than 90 days for sponsor review of patentable material)
- _____ Copyrights (FAU should own copyright for works created by FAU employees)
- _____ Confidentiality (FAU cannot guarantee confidentiality, must be handled on an individual basis)

Note any unacceptable or unusual language or provisions: _____
