

AGREEMENT REVIEW CHECKLIST

PI _____

DSR # _____

Sponsor _____

Essential Contract Clauses:

- | | |
|--|---|
| <input type="checkbox"/> BOT Identified | <input type="checkbox"/> Tech/Admin Points of Contact Identified |
| <input type="checkbox"/> PI Identified | <input type="checkbox"/> Termination-for cause or without cause
(includes payment for non- |
| <input type="checkbox"/> Exhibits and Attachments
included(SOW & Budget) | <input type="checkbox"/> cancelable commitments) |
| <input type="checkbox"/> Purpose of Agreement Stated
(Research, education or comm.
serv) | <input type="checkbox"/> Governing Law is FL |
| <input type="checkbox"/> Start & End Dates | <input type="checkbox"/> Amendments (in writing) |
| <input type="checkbox"/> Payment Terms net 40 | <input type="checkbox"/> No Indemnification by FAU |
| <input type="checkbox"/> Scope of Work has been reviewed | <input type="checkbox"/> PI has Reviewed and Signed |
| <input type="checkbox"/> 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: _____
