



Application and Agreement for Induced Pluripotent Stem Cells (iPSCs) Bank

All applicants are required to complete this SATB2 Gene Foundation (SGF) iPSCs Application and Agreement, along with the iPSCs Bank Material Transfer Agreement (“MTA”), in order to access and use the iPSC Bank biological materials (the “Materials”). Only SGF approved applicants may have access to the Materials. **These Materials are for research purposes only and are not transferable to any non-approved third party.**

Review, sign, and return the completed Application and Agreement form and the MTA.

Name of Principal Investigator (“PI”): _____
(The Principal Investigator is the individual who is responsible for use of the requested Materials.)

Institution (“Recipient”): _____

Shipping Address: _____

Phone and E-mail: _____

Billing Contact Name: _____

Billing Address (Check here if same as shipping address.): _____

Billing Phone and E-mail: _____

Fed Ex or other Carrier Account Number: _____

Grant or contract that supports this research (include name, number, and funding period, where applicable): _____

Title of research project: _____



Cell line ID# for Materials being ordered and requested amounts (or attach list):

_____	_____
_____	_____
_____	_____

Since one of SGF's important functions is support for affected individuals, we request written lay descriptions of your project and its purpose (see a & b below). It is very important that donors understand both the importance and the usefulness of their donations. This lay description (a) should not exceed one page. Upon application approval, this information may be used in SGF's newsletter, in press releases and on SGF's web site. (Please include an embargo date, if applicable.) SGF will not publish, nor make public in any form, information within or in support of your scientific description of research (see b below) other than the lay description without prior written consent by the PI. The public, written lay description need not reveal anything that would jeopardize any confidentiality associated with your project.

INSTRUCTIONS:

- a. Lay Statement for the SATB2 Gene Foundation. (On separate sheet)
In a brief paragraph of approximately 10 lines, describe your proposal and its significance. (This may be used for press announcements, the SGF newsletter and on SGF's web site.)

- b. Provide a short scientific description of the research you will conduct using these Materials and time frame for proposed completion. This application is reviewed for relevance to SATB2-Associated Syndrome by the SGF Board of Directors. An abstract from a research grant is acceptable if you have one or would like to submit one.

Please note that a new approved SGF Application and Agreement is required for each future research project in which you plan to use these Materials for a purpose different from what you describe in this application. However, if your MTA is still in effect, we do not require a new MTA.

The SATB2 Gene Foundation iPSCs Bank Agreement

PIs can obtain the sample lines that SGF has obtained for any individual in the bank. All Materials are de-identified, meaning names and patient identifiers will not be released to those requesting Materials. All the Materials have numerical identification codes to ensure privacy and confidentiality.

Attempts to notify donor families are strictly prohibited. By accepting Materials, the PI agrees that no attempt will be made to break donor confidentiality. Further, donor access for clarification or other reasons shall be through SGF.



Application forms must be completed as set forth, with supporting documentation attached. If an application is sent in hard copy form, 2 sets are required. Scanned copies with signature will be accepted by email.

Once the application procedure has been completed, then Materials ordering and transfer shall be closely coordinated with the PI via letter, phone, and/or email. Shipment methods shall be coordinated as required for domestic and/or international transfer. Notification of shipping shall be made via email. Shipments to and from the Bank shall be made during normal business hours Monday, Tuesday, or Wednesday. All appropriate biological transfer requirements of the CDC, OSHA, DOT, etcetera, and the transit carrier shall be adhered to.

The PI is solely responsible for and shall ensure compliance with all foreign and domestic, federal, state and local statutes, ordinances and regulations applicable to use of the Materials. The PI is solely responsible for obtaining all permits, licenses or other approvals required by any governmental authority in connection with receipt, handling, storage, disposal, transfer and use of the Materials. Without limiting the generality of the foregoing, any shipment of Materials to countries outside the United States must comply with all applicable foreign and U.S. laws, including the U.S. export control laws and related regulations.

The PI shall pay the cost for each cell line and sample ordered from the SGF iPSCs Bank as set forth on the SATB2 Gene Foundation website. All shipping and handling costs for materials transfer shall be borne by the PI. For domestic shipments, it is the PI's responsibility to track the package and address any delays in transit and ensure that the package is not delayed at their institution's mail room. For international shipments, it is the responsibility of the PI to contact brokers, customs officials, and/or the shipping carrier to ensure the package is not delayed in customs or to have additional dry ice added to the package. The PI is responsible for any and all additional charges incurred due to customs delays and SGF is not responsible for materials lost due to such delays. The transit carrier shall be responsible for materials during shipping.

SGF guarantees that, to our knowledge, the Materials are viable; correctly screened, labeled and stored. SGF provides Materials without warranty to their fitness for any particular process. This provision also extends to the byproducts or derivatives.

SGF warns all users of the potential for carrying etiologic agents, latent viral, and other infectious matter within the Materials. Contamination handling procedures should be followed. By accepting these Materials, the recipient assumes full responsibility for their safe and appropriate handling. All applicable regulations and laws should be complied with in Materials use and disposal.



SGF requires that samples from the Bank are distributed solely for use in your laboratory and are non-transferable to other parties. All those using the Materials must be applicants for use, to avoid undisclosed use of these materials. SGF's ethical standards to protect donors and their materials dictate that all researchers using the material shall be approved applicants.

I agree to the terms and conditions as set forth above:

Principal Investigator

Name: _____
Title: _____
Signature: _____
Date: _____

Approved by the SATB2 Gene Foundation, Inc.

Name: _____
Title: _____
Signature: _____
Date: _____

SUBMIT APPLICATION AND SUPPORTING MATERIALS TO:
Research@SATB2Gene.org

Direct Questions To:
Research@SATB2Gene.org