**Transfer Request**

**Template for New Sponsor-Investigator**

**Date:**

**IDE #**

**Study Title**

To whom it may concern,

Please be advised that I am assuming ownership of IDE #\_\_\_\_\_\_\_\_ under which the above referenced clinical study is being conducted. Please see the attached letter of IDE transfer signed by Dr. \_\_\_\_\_, the current IDE holder. The date that the new ownership will become effective is \_\_\_\_\_\_\_\_\_. I will assume all sponsor responsibilities and will comply with any terms or outstanding conditions of approval of the investigation. I have received a complete copy of the transferring sponsor’s files

I am/ am not making any changes to the investigation at this time.

All investigators and participating IRBs have been, or will be, informed of the transfer by the effective date.

I will not permit investigators to participate in the investigation until they have signed the investigator agreement.

Thank you for your attention to this communication. If you have any questions related to this letter, please feel free to contact me at ­­­­­\_\_\_\_\_\_\_\_\_\_ or via email at: \_\_\_\_\_\_\_\_\_\_or contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_ or via email:­­­­­­\_\_\_\_\_\_\_\_\_\_\_ for administrative questions.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of New Sponsor- Investigator**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Printed Name of New Sponsor- Investigator**