

# ANIMAL TRANSFER FORM

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## INSTRUCTIONS

The following Animal Transfer Form must be completed each time animals are transferred between projects. The form must be approved by the Comparative Medicine Program prior to animal transfer. The Transfer Form approval process will include a review of both the transferring AUP and the receiving AUP. This is necessary to ensure that animal numbers are properly tracked on AUPs and that animals are not overutilized. Animals that have been subjected to a major survival surgery or other procedure with the potential for more than momentary or slight pain or distress will not be approved for transfer to another AUP with similar procedures without strong scientific justification and consideration by the entire Institutional Animal Care and Use Committee.

Please provide all information requested.

- In Section 5, if animals have been used, please specifically describe the previous use.
- In Section 6, if animals (e.g., dogs or horses) have been held on other AUPs prior to the transferring AUP, please list **ALL** prior AUP numbers. **If animals have been held on multiple AUPs, which include procedures which may result in overutilization, the Attending Veterinarian must endorse the transfer prior to approval.**

If you have any questions, please contact Dr. James Elliott, Executive Director of the Comparative Medicine Program at 845-7433.

Submit the original document with original signatures to the CMP office at mail stop 4473, or by email to [cmp@vprmail.tamu.edu](mailto:cmp@vprmail.tamu.edu) with both principal investigators emailing their approval from their personal computer at work. The emails showing the email address of the principal investigators will serve as their signature.

**TEXAS A&M UNIVERSITY  
REQUEST FOR APPROVAL OF TRANSFER  
OF ANIMALS BETWEEN PROJECTS**

1. Transfer From:

AUP #:  
Title:  
Principal Investigator:  
Department:  
Mail Stop:  
Room Number:

2. Transfer To:

AUP #:  
Title:  
Principal Investigator:  
Department:  
Mail Stop:  
Room Number:

3. Species (and individual names or numbers if available):

4. Number of Animals:

5. Please select one:

\_\_\_ Animals have not been used (e.g., surplus animals, extras)

or

\_\_\_ Animals were used in the following manner (please describe previous use):

6. If animals have been held under additional AUPs in the past, list all previous AUP numbers:

7. Reason for transfer:

8. Signatures

TRANSFERRING PI \_\_\_\_\_ DATE: \_\_\_\_\_.

(Attending Veterinarian, if necessary; see instructions: \_\_\_\_\_ DATE: \_\_\_\_\_)

RECEIVING PI \_\_\_\_\_ DATE: \_\_\_\_\_.

Please send to [cmp@vprmail.tamu.edu](mailto:cmp@vprmail.tamu.edu) or mail stop 4473.

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CMP Approval \_\_\_\_\_ DATE: \_\_\_\_\_.

*CMP use*

Health status of supply colony: \_\_\_\_\_

Health status of receiving colony: \_\_\_\_\_

Approved:  
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