International Shipping Checklist for Colorado State University

Secure and Global Research
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IMPORTANT: This template is just an overview of the questions you will find on the actual checklist. Please submit your answers through the online checklist, *here*.

1.   Are you sending any items, software, or technical data outside the U.S. that is restricted for export? CSU may need to secure an export license before making the shipment. Please provide a detailed description of the actual item(s) you are sending.

Yes ☐ No ☐

* Description:

2.   Are you sending something to any of the countries on the Export Control Country List?

Yes ☐ No ☐

* Country:

3.   Is the recipient of your shipment listed as a denied party? Federal requirements restrict CSU from doing business with certain institutions, organizations, and individuals. Please enter the name of the institution and/or individual who will receive the shipment. Upon submission of this checklist, the receiving party will automatically be screened. Results will be emailed to you, your supervisor and Central Receiving.

Yes ☐ No ☐

* Receiving Party:

 More information available at https://www.research.colostate.edu/sgr/export-control/.

Questions? After submission, ask the Export Control Administrator at VPR_Export_Control@colostate.edu.

☐   I certify that the information above is accurate to the best of my knowledge.

Helpful Tip: To find your supervisor in the lookup field, type the first three characters of your supervisor's last name and wait for the list to populate. Only two letters? Type the first two followed by a comma and a space.