

Stony Brook University DLAR Facility Transfer Form

This form is to be used when requesting the movement of animals from one DLAR animal facility to another one. This form can NOT be used to transfer animals from one protocol to another (use the Animal Transfer Form).

- 1) Investigator who is transferring the animals can print this form or pick it up in the main DLAR office.
- 2) Complete the form and return to the DLAR main office. Completed forms may be faxed to DLAR (444-8843) or mailed (zip-8611)
- 3) The cages to be transferred should be clearly labeled.
- 4) The husbandry staff will be notified and will contact the investigator to arrange for movement of the animals. DLAR staff will re-locate animals so that they are housed properly and all census sheets are revised.

MOVE ANIMALS FROM/TO LOCATION:

Name of Investigator: _____

Building and Room number: FROM _____

Building and Room number: TO _____

Species _____

Number of Cages _____

Number of Animals _____

Requested Date of Transfer _____

Please anticipate a 48 hour turn-around time for facility transfer approval and movement, during normal working hours

Bar Code for mice cages _____

Bar Code Change? _____

Signature of PI _____

Animals moved
by _____ Date _____

Transport Fee Recharge to: _____