

## Sample Material/s Request Agreement

A Sample Material/s Request Agreement (SMA) is a contract between a provider and a recipient for the transfer of sample research materials and data.

An SMA defines the terms and conditions under which a provider is willing to transfer materials to a recipient and substantially reduces the possibility of future misunderstandings between the provider and recipient of materials.

While SMAs with academic or non-profit institutions are generally negotiated and approved rapidly, SMAs for materials provided to for-profit companies require more time to negotiate and approve, since many companies propose terms and conditions which may conflict with the Associations approved policies and guidelines.

The most common issues that require negotiation are publication rights, the future availability of the materials, and intellectual property provisions.

**Please ensure all sections (1 to 4) are completed, any incomplete forms will be returned.**

### Procedures:

Please complete and submit the following request Form. The Primary Investigator should email the SMA Request Form and the documents discussed below to [info@asa-inc.org.au](mailto:info@asa-inc.org.au)

### Section 1 - Principal Investigator, Researcher or Individual

**First name:** ..... **Last name:** .....

**Organisation:** .....

**Job Title:** .....

**Phone:** ..... **Mobile:** .....

**Email:** .....

**Shipping address:** .....

### Section 2 – Organisation contact information

**Organisation name:** .....

**Type:**  Profit  Not-for-profit

**Primary contact details (only complete if different person than above)**

**First name:** ..... **Last name:** .....

**Job Title:** .....

**Phone:** ..... **Mobile:** .....

**Email:** .....

**Secondary contact details Scientific/Legal/Administration contact**

**Type:**  Scientific contact  Legal/Admin contact

**First name:** ..... **Last name:** .....

**Job title:** .....

**Phone:** ..... **Mobile:** .....

**Email:** .....

### Section 3 – Sample Material Requested

Name of material requested: \_\_\_\_\_

Amount of material requested: (e.g. 500gram sample, 20kg bag etc) \_\_\_\_\_

Material grade required: (Please check all that apply)

Blast  
Furnace  
Slag

Steel  
Furnace  
Slag

Electric Arc  
Furnace Slag

Other: \_\_\_\_\_

Preferred source of the material/s \_\_\_\_\_

### Section 4 – Research Proposal

Title of research/study to be undertaken: \_\_\_\_\_

Please describe the research that requires the material; attach additional information in the form of MS Word, MS Excel or PDF documents as necessary with your submissions.

Does the research involve a joint research and/or collaboration with a scientist at another organisation?

Yes

No

If yes, please list: \_\_\_\_\_

Will the materials be used with materials received from any other third party organisations or people?

Yes

No

If yes, please list: \_\_\_\_\_

Will you make derivatives and/or modifications to the material?

Yes

No

If yes, please list: \_\_\_\_\_

Will the end material be used:

On land

In water

Other: \_\_\_\_\_

Are any materials considered hazardous?

Yes

No

Unsure

### Section 5 – Research Funding

Please indicate the current or anticipated funding source(s) for the research that require(s) the material (check all that apply):

Government Grant

Non-profit grant

Industry sponsor

Departmental Funds

Other (please specify)

Total funding

[ASA National Office](http://www.asa-inc.org.au)

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Fx: 02-4258 0169

E-mail: [info@asa-inc.org.au](mailto:info@asa-inc.org.au)

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