

TEMPORARY IMPORTS, EXPORTS, and REEXPORTS (TMP) CERTIFICATION

The export of items, technology, commercial software, and encryption code (this includes laptops, PDAs and digital storage devices) is subject to export control regulations. The Department of Commerce's Export Administration Regulations (EAR) makes an exception to licensing requirements for the temporary export or re-export of certain items, technology, or software for professional use as long as the criteria to which you are certifying below are met. An export license may be required depending on what is on your laptop, tablet, cell phone or digital device and to which country it is being taken. Please consult with URCO with any questions

The exception does not apply to any EAR satellite or space-related equipment, components, or software, or to any technology associated with high-level encryption products. In addition, this exception does not apply to items, technology, data, or software regulated by the Department of State's International Traffic in Arms Regulations (ITAR), or when traveling to embargoed or sanctioned countries such as Iran, Syria, Cuba, North Korea, Sudan and Crimea.

Please provide a detailed description of items, Technology or Software to which this Certification applies. Be sure to list the common name of the item, the model, and the manufacturer. Please contact URCO with any questions.

Item Name / Description	Manufacturer	Model Number	Amount Taken

By my signature below, I certify that:

1. I will ship or hand-carry the items, technology, or software to (*destination*) _____ as a "tool of the trade" to conduct university business only.
2. I will return the items, technology, or software to the US on (*date*) _____ which is no later than 12 months from the date of leaving the US unless the items, technology, or software are certified by me to have been consumed or destroyed abroad during this 12 month period.
3. I will not ship or hand-carry the items, technology or software to embargoed or sanctioned countries including Iran, Syria, Cuba, North Korea, Sudan and Crimea.
4. I will keep the items, technology, or software under my "effective control" while abroad (defined as retaining physical possession of item or keeping it secured in a place such as a hotel safe, a bonded warehouse, or a locked or guarded exhibition facility).
5. I will take security precautions to protect against unauthorized release of the technology while the technology is being shipped or transmitted and used abroad such as:

- a. use of secure connections when accessing e-mail and other business activities that involve the transmission and use of the technology,
- b. use of password systems on electronic devices that store technology, and
- c. use of personal firewalls on electronic devices that store the technology

Travelers signature: _____ Date: _____

Associate Vice President
for Research, Compliance: _____ Date: _____

*Keep a signed copy of this document with you when traveling abroad and provide a copy to the University Research Compliance Office, comply@k-state.edu, **prior to travelling**.

*Record Keeping: The regulations require the use of this license exception be documented, and records must be kept for five years