**Queen Mary+Emulate Organ-on-Chip Centre – Terms of Use Agreement**

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| **Principal Investigator** | | | | | | |
| Title: |  | First name: | |  | Surname: |  |
| Email: |  | | | | | |
| Division / Department: | | |  | | | |
| Organisation | | |  | | | |

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| --- | --- | --- | --- | --- | --- | --- |
| **Co- Investigators** (add additional boxes as needed) | | | | | | |
| Title: |  | First name: | |  | Surname: |  |
| Email: |  | | | | | |
| Division / Department: | | |  | | | |
| Organisation | | |  | | | |

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| --- | --- | --- | --- | --- | --- | --- |
| **Visiting Researcher** (add additional boxes if needed) | | | | | | |
| Title: |  | First name: | |  | Surname: |  |
| Email: |  | | | | | |
| Division / Department: | | |  | | | |
| Organisation | | |  | | | |

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| **Project Title** |
|  |
| **Abstract (summary of proposed work to be shared with Emulate)** (Maximum 1000 characters with spaces) |
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| Agreed centre usage: | | | |
| Start Date: |  | End Date: |  |

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| --- | --- |
| Total duration of visit (weeks): |  |
| Duration using Emulate platform (days): |  |

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| --- | --- | --- |
| Cost breakdown: | Details | Cost |
| Basic consumables/access charge\* |  |  |
| Use of additional facilities: |  |  |
| Chips: |  |  |
|  | TOTAL |  |

\* Use of Emulate platform/experiment is costed at £600 per ½ pack or 1-pack of chips for short projects (1-3 weeks), or £800 for longer projects (3-6 weeks) such as those involving the airway or alveolar chips.

**Before starting your experiments/projects, you must:**

* Discuss your experimental plans with the centre staff and plan activity
* Ensure visiting researchers have received their official visitor offer letter from QMUL HR
* Paid the invoice for centre usage (detailed above)
* If users plan to bring their own cells, tissues, chemical or other biohazardous to the laboratories, please ensure this is discussed in advance with the centre staff to ensure any necessary paperwork is in place

**The visiting researcher must:**

* Undertake the QM+Emulate Organs-on-a-Chips user H&S induction
* Read all risk assessments, COSHH assessments, SOP or experimental procedure documents appropriate to your research activity within the centre.
* Create (with centre staff) any additional risk assessments or COSHH assessments needed
* Agree to only utilise Emulate platform technology as outlined within the SOP and training
* Sign the user induction form, confirming they have undertaken all healthy and safety inductions, and will abide by health and safety rules, regulations and laws.

Further training and advanced booking may be required for use of additional facilities.

**Intellectual Property and Reporting Arrangements** (tick which applies)

**External (non QMUL) researchers where use of the Queen Mary+Emulate Organs-on-chips Centre is not part of a collaboration with QMUL staff.** Visiting researchers will retain any associated Intellectual Property (both background and foreground).

**Researchers from QMUL or where the use of the Centre is part of a collaboration with QMUL staff**. Researchers are required to provide a brief summary of the results generated using the Centre to be shared with Emulate via the Centre’s Joint Steering Committee. Further IP arrangements are covered by the Strategic Collaboration Agreement between QM and Emulate which states that each Party will remain the sole owner of its Background IP.

**Collaborative projects with Emulate Inc.** Researchers collaborating with Emulate will be required to make timely disclosure of all results and Intellectual Property arising from use of the Centre as described in the Strategic Collaboration Agreement.

**All users are asked to keep us informed of any outputs resulting from use of the Centre including publications, presentations, grant applications and awards, and patents.**

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| Please read these terms of use carefully. Your access to the QM+Emulate Organs-on-Chips Centre is conditioned on acceptance of, and compliance with, these terms.  By signing this agreement as the project PI, you are agreeing to these terms and conditions, and to be invoiced for the total cost detailed above: | |
| Signature: |  |
| Print Name: |  |
| Date: |  |

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| --- | --- |
| Countersigned on behalf of the QM+Emulate Organs-on-chips Centre | |
| Signature: |  |
| Print Name: |  |
| Date: |  |