**International Shipment Questionnaire**

1. Name of the PI and Department shipping:
2. Name and address of the entity/institution/organization that will be the End User (destination):
3. Name and address of any Intermediate Consignees (any individual or entity that needs to receive the shipment prior to the End User):
4. Technical description of the item(s) being shipped (including associated technology or software if applicable)[[1]](#footnote-1):
5. Manufacturer and model/part # (if applicable)[[2]](#footnote-2):
6. For items that were commercially-obtained: any modifications done at Cornell?
7. Quantity in units:
8. Approximate value:
9. Purpose of shipment[[3]](#footnote-3):
10. End-Use at destination[[4]](#footnote-4):
11. Will end-user (to best of your knowledge) need to re-transfer item(s) to another entity?

***Please complete and return to the Export Control Office at*** ***exportcontrols@cornell.edu***

1. Generic responses such as “research materials”, “reagents”, “supplies” etc. are not acceptable – please provide as much detail as possible [↑](#footnote-ref-1)
2. Include link to manufacturer’s webpage for product whenever possible [↑](#footnote-ref-2)
3. Describe whether shipment is for permanent export or if there are any reasons why it will be returned to you and when [↑](#footnote-ref-3)
4. Must include a description of how End-User will be using or utilizing shipped items and for what purpose [↑](#footnote-ref-4)