EXPORT LICENSE EXCEPTION (TMP) CERTIFICATION
for Export Administration Regulations (EAR) controlled Items, Technology, and Software

"Tools of the Trade" Traveler Certification

Traveler Name:	
Destination Countries:	
Dates of travel:	

Instructions: This form applies to travel with university-owned laptops, smart phones and other electronic media storage. Review, complete, and sign this letter. Carry one copy with luggage to present to Customs if requested or in the event of a search. Return a copy to the International Travel Office, B25 Clark Hall.

Background: The export of items, technology, commercial software, and encryption code is subject to federal export control regulations (this includes laptops, smart phones and digital storage devices). The Department of Commerce's Export Administration Regulations (EAR) makes an exception to licensing requirements for the temporary export or reexport of certain items, technology, or software for professional use as long as the criteria to which you are certifying below are met. 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).

Items Eligible for TMP Exemption **(15 CFR 740.9(a)(1)**	**Items NOT Eligible for Exemption**
Tools of the trade: university-owned* laptops, tablets, smart-phones and other electronic storage media necessary and related to the purpose of the travels, including commercial encryption.	Items, technology, data, or software designed for military or dual-use purposes. Satellite or space-related equipment, components, or software, or any technology associated with high-level encryption products.

*Personal electronics may be eligible for the baggage "BAG" exemption (See 15 CFR 740.14 for details).

CERTIFICATION: This letter is to certify that I am hand-carrying the hardware identified below for official university business purposes, in accordance with the15 CFR 740.9 "TMP" exemption to the above named countries. By using the License Exceptions I am certifying that the conditions for the use of the License Exception described in the EAR, and listed below, have been met.

Item Description & Model	University Asset Tag# or Serial#

1. **I will return the items, technology, or software to the US 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;
2. 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*)
3. 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;
4. **I will not ship or hand-carry the items, technology or software to Iran, Syria, Cuba, North Korea, or Sudan.**

Signed: _____ Date: _____
[University Traveler]