



Export Control Purchase Request Intake Form

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Please read the following in its entirety before completing the form:

The University of Arkansas Fayetteville [policy 206.7](#) requires the institution to comply with all applicable laws and regulations. The University is committed to complying with all U.S. laws and regulations pertaining to the **export or import** of items, services, and technology. Regulations applicable to University activities include the Export Administration Regulations (EAR); International Traffic in Arms Regulations (ITAR); and sanctions programs administered by the Office of Foreign Assets Control (OFAC). Other federal agencies, including but not limited to, the Nuclear Regulatory Commission (NRC), Department of Energy (DOE), Bureau of Alcohol, Tobacco and Firearms (ATF), Food and Drug Administration (FDA) and Drug Enforcement Agency (DEA) may also regulate the export or transfer of certain items and technologies.

Export control restrictions can apply to actual **export or import** of restricted items, material or information outside of the U.S., or to the deemed export of restricted information through access to such information in the U.S. Export control restrictions may apply to specific countries or prohibited individuals or entities.

Please, complete the following form for any purchase request to receive an Export Control determination before placing an order.



UNIVERSITY OF ARKANSAS

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*Company Name:

*Street Address:

*City: State: Zip Code: *Country :

*Website Address:

***Choose the appropriate answer:** Will any of items to be acquired by the University of Arkansas Fayetteville for the purchase of the item(s) noted below be paid to a company or individual who is a foreign person, or resident listed on the U.S. Office of Foreign Assets Control ("OFAC") list of sanctioned countries¹ (which includes, but may not be limited to **Sudan, Syria, Iran, Cuba, and North Korea,**) for which export or import is restricted, or otherwise prohibited?

Yes
No

If "Yes", identify the country(ies) that will receive the funds:

Please complete the form below after receiving completed Export-Form-01 for ECCN classification:

*Supplier Part/ Catalog Number	*Detailed Description of Product (Please note if the item is Software or Technical Data)	*End Use Detail (Final Product if applicable)	*ECCN	*If Software, Has IT
	Attach Spec Sheet when possible			Approved?

DO NOT DUPLICATE: The shaded area below displays examples for **reference only** in completing this form.

Student Soft ITEM 01-3456	Software Example: Student Scheduling Software, version 10.2	Student Schedule Syst.	3A001	Yes
Sonar Plus ITEM 02-7890	Item Example: Sonar Imaging Device to detect soil types	Soil detector robot	EAR99	N/A

I hereby certify that the information provided herein is accurate and complete to the best of my knowledge. A representative of the department will inform the Export Control Officer immediately of any subsequent changes to the information that has been provided.

*Signature of Purchaser: *Date:

*Supervisor Name: *Title:

*Purchaser Phone: *Purchaser eMail:

***Required Field**

¹OFAC list of embargoed & restricted countries: <https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information>