

**TEMPORARY IMPORTS, EXPORTS, and REEXPORTS (TMP) CERTIFICATION FOR TARLETON STATE UNIVERSITY TRAVEL**

The export of items, technology, commercial software, and encryption code 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 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), or when traveling to Iran, Syria, Cuba, North Korea, or Sudan.

Please provide a detailed description of items, Technology or Software to which this Certification applies (please be sure to list the common name of the item, the model, and the manufacturer):

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 \_\_\_\_\_ as a “tool of the trade” to conduct Tarleton State University business only.
2. I will return the items, technology, or software to the U.S. on \_\_\_\_\_ which is no later than 12 months from the date of leaving the U.S. 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 Iran, Syria, Cuba, North Korea, or Sudan.
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 including, but not limited to:
  - 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.

\_\_\_\_\_  
Printed Name of Traveler

\_\_\_\_\_  
Signature of Traveler

\_\_\_\_\_  
Date

**\*Submit the completed and signed form via email to [exportcontrol@tarleton.edu](mailto:exportcontrol@tarleton.edu) and [itsecurity@tarleton.edu](mailto:itsecurity@tarleton.edu) and keep a signed copy of this document with you when traveling abroad.**