

# **Guidebook of IP/Technology Transfer**

# **Track 1**

## **Entry-level Tech Transfer Professional**

### **Topic 1.13.6**

#### **License Agreement**

#### **Attachments and Related Documents**

# Attachments and related documents

- There is no virtue in long agreements  
they should be just long enough
- A typical license agreement = 20 pages (more or less)  
(using a typical font – e.g., Arial 12)
- When developing the license template, the institution  
should strive for maximum page length of 20 pages
- In order to keep the page-length to a minimum,  
attachments serve the purpose of allowing more and  
necessary information
- “Attachment”, “Appendix”, “Annex” are all synonymous
- They are attached to the main agreement, immediately  
after the signature page

# Attachments and related documents

## Some typical Attachments:

- Lists and descriptions of IP in the license agreement (i.e., the “Licensed IP”)
- Lists and descriptions of bioproperty in the agreement
- Bioproperty care and maintenance instructions
- Detailed schedules of milestone payments, if complex
- Examples of royalty calculations, if complicated
- Examples of minimum annual royalty payment
- Technology development plan of licensee
- Work Plan for collaborative R&D
- Template for sub-License Agreements
- Quality Control guidelines for bioproperty

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**Thank you**