

Rice University
Office of Technology Transfer
(mta@rice.edu)

Non-Disclosure Agreement (NDA)
Confidentiality Disclosure Agreement (CDA)
Preparation Form

Rice:

Faculty Name _____ Department _____

Email _____@rice.edu Phone _____

Administrator Contact Name: _____ Email: _____@rice.edu

Other Party/Organization:

Name: _____

Address: _____

City, State, Zip _____

Country (if not US) _____

Technical Contact: _____ Email: _____

Administrative Contact: _____ Email: _____

Is this agreement needed for a meeting? ___ Yes Date Needed by: _____ ___ No

Who will be disclosing the confidential information:

Rice ___ Other Party ___ Both ___

Technical Field of Confidential Information to be disclosed (please be very specific):

Rice: _____

Other Party: _____

Purpose of disclosure (check all that apply):

Other party to evaluate Rice technology for possible licensing and commercialization

Other party to evaluate Rice technology for possible future collaborations

Rice to evaluate Other Party's confidential information for possible future collaborations

Other: (explain) _____

Number of years the agreement should be effective? 1 3 Other _____

Is Rice information to be disclosed related to invention disclosure submitted to OTT or an existing Rice patent? No Yes

If yes, list the technology nos. or patent nos. _____

Is the information to be disclosed (by either party) export controlled or be used in any way for military applications? No Yes

List all Rice faculty, staff and students involved:

List individuals from the Other Party who will be involved:

Note: This form is needed to transfer information for preliminary discussions *not* for the transfer of materials. If you are transferring materials, please request an MTA In or MTA Out Form.