

A. Contact information and timelines

Clinical Study Agreement

The information in this document needs to be specified for each agreement process. The document can be used as a template to specify contacts and timelines with the purpose to simplify and speed up the process.

Study title and/or study name	
Protocol number	EudraCT number
Sponsor	Contact Research Organisation (CRO)
Principal Investigator (PI)	Site

Contact information agreement- and budget negotiations

Contact negotiation	Name	Phone	e-mail
PI			
Site			
CRO			
Sponsor			

Contact information signing


Person signing agreement	Name	Title	Contact information (e-mail/phone)
Sponsor			
CRO			
PI (signs in acknowledgement)			
Principal (site representative) 1*			
Principal 2			

*The PI and the Principal cannot be the same person

Timelines agreement process

Please fill in agreed estimated dates in the fields below.

Site receives budget and agreement and all other relevant documents	Site proposal and comments to sponsor/CRO followed by negotiation as applicable	Final documents ready for signatures	Signature by site representatives	Signature by sponsor/CRO representatives	Final agreement and budget signed
Date:		Date:			Date:



Other agreements

Specify collaborating partners that needs separate agreements to perform the study

Agreement partner	Contact person	Contact information (e-mail/phone)