

**Company Questionnaire  
to initiate a  
Non-Disclosure Agreement (NDA)**

**To initiate an NDA with LANL:**

Please complete and return the attached Company Questionnaire to Stephanie Pippin at [nda@lanl.gov](mailto:nda@lanl.gov)  
The NDA will be with Los Alamos National Security (LANS), LLC, Manager and Operator of Los Alamos National Laboratory (LANL).

**Please review the attached Draft Agreement.**

**What to expect after the completed questionnaire is returned:**

The LANL Contract Administrator will finalize the Agreement and send it back to your Company's Administrator to obtain a signature. Once signed, please retain a copy for your records and return the fully executed Agreement via email to Stephanie Pippin at [nda@lanl.gov](mailto:nda@lanl.gov)

**An Agreement will not be prepared or signed without the return of this questionnaire.**

**Please remember:**

An NDA constitutes *an exchange of information only*. If work of any kind is to be performed, another type of contractual mechanism is required. For an overview of LANL technology transfer contractual mechanisms, please visit LANL's Feynman Center for Innovation's website:

<http://www.lanl.gov/collaboration/tech-transfer/partnerships-research/tips-nondisclosure-agreement.php>

**For NDA questions contact:**

**Stephanie Pippin**

Email: [nda@lanl.gov](mailto:nda@lanl.gov)

Phone: (505) 665-0716

**The information collected in this questionnaire is necessary to complete the Non-Disclosure Agreement.**

**1. Please fill in the following participant information:**

Company's legal name

Division (Optional)

Website

Business Mailing Address

City

State

Zip Code

Country/Province

**2. Is your company incorporated to do business in the U.S.?**

*A company means any corporation, business association, partnership, society, trust, or any other entity, organization or group that is incorporated to do business in the United States. It also includes any governmental (federal, state or local) entity.*

YES

NO

**If no, please identify the country of incorporation and complete the Facilities Questionnaire:**

**3. Is your company Foreign Owned, Controlled or Influenced?**

NO

YES

**If yes, please identify the country of incorporation:**

**4. Is the entity a(n) (select one):**

Small U.S. Business (0 - 200 employees)

Large U.S. Business (Over 200 employees)

Academic Institution

Not-for-Profit Business

Foreign

Government

## Participant Contact Information

**Please designate a Technical Point of Contact who will receive all LANS proprietary information.**

Title (Dr., Mr., Mrs., Ms., etc.)	Mailing Address (if different than company)
First Name	Street
Middle Initial	City
Last Name	State
Job Title	Zip Code
Division	Country/Province
Email	
Phone	

**Is the Technical POC a U.S. person?**

*(<sup>1</sup>U.S. person means a person who is a lawful permanent resident as defined by 8 U.S.C. 1101(a)(20) or who is a protected individual as defined by 8 U.S.C 1324b(a)(3).)*

**If not, please list their country of citizenship:**

*(In accordance with Section III, paragraph 12 of the NDA, all Parties will comply with all United States of America laws and regulations governing export controls in the disclosure of Proprietary Information to a foreign person.)*

**If there are any other POCs that LANS will be disclosing proprietary information to directly, please list their name(s) and country(s) of citizenship:**

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**Administrative Contact**     **Check if same as Technical Contact**

Title (Dr., Mr., Mrs., Ms., etc.)	Mailing Address (if different than company)
First Name	Street
Middle Initial	City
Last Name	State
Job Title	Zip Code
Division	Country/Province
Email	
Phone	

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**Signature Contact**     **Check if same as Technical Contact**     **or Administrative Contact**

Title (Dr., Mr., Mrs., Ms., etc.)	Mailing Address (if different than company)
First Name	Street
Middle Initial	City
Last Name	State
Job Title	Zip Code
Division	Country/Province
Email	
Phone	