**INVOICING DETAILS FORM**

**NEW ETHICS AND GOVERNANCE APPLICATIONS & AMENDMENTS**

**This is not an Invoice or Payment Advice**

|  |  |
| --- | --- |
| **Date** |       |
| **Project Title** |       |
| **Principal Investigator** |       |
| **Project No./ERM No.**(if known) |       | **Site Number** (if applicable) |       |
| **Protocol No.** |       |

**INVOICE TO BE SENT TO:**

|  |  |
| --- | --- |
| **Name of Sponsor** (to be addressed on the invoice) |       |
| **Contact Name** (for Invoices) |       | **Contact No.** |       |
| **Company Address** (must be an Australian address) |       |
| **Email Address** |       |
| **Sponsor ABN** |       |
| **Sponsors instructions for invoicing** |       |
|  |  |  |  |
| **Sponsor Confirmation** | *I confirm the above information is correct* |
| **Signed** |  | **Date** |       |

|  |  |  |
| --- | --- | --- |
| Select Option | Submission type | $ Amount(incl. GST) |
| [ ]  | Ethics Review (New Application): Application for research project with full industry sponsorship | 4500 |
| [ ]  | Ethics Review (Major Amendment): Review of major amendments to research projects with full industry sponsorship | 650 |
| [ ]  | Ethics Review (Sub-study): Addition of sub-studies to research projects with full industry sponsorship | 2000 |
|  |  |  |
| [ ]  | Governance Review (New Application): Site Specific Assessment (SSA) Review Fee (per site) | 4500  |
| [ ]  | Governance Review (Amendment): Review of major amendments to research projects with full industry sponsorship | 650 |

*\*A major amendment constitutes an amendment to a Protocol, Investigator’s Brochure, amendment to CTRA, review of new documents and/or substantial Participant Information Sheet and Consent Form (PICF) changes. Substantial PICF changes comprise those which incorporate protocol changes or updated safety information. They do not comprise administrative changes such as addition of investigators or typographical amendments.*

**Please upload this form with the relevant HREC or RGO submission on the**

**Ethical Review Manager (ERM) system.**