# RESEARCH SITE APPROVAL TEMPLATE

*(Letter should appear on institutional letterhead & be executed by an individual with appropriate institutional authority to permit research activities at the site)*

INSTITUTION NAME

INSTITUTION CONTACT INFORMATION

DATE

RE: PRINCIPAL INVESTIGATOR’S/STUDENT RESEARCHER’S NAME

 FACULTY ADVISOR’S NAME (IF APPLICABLE)

 TITLE OF RESEARCH STUDY

Dear UMaine IRB:

The purpose of this letter is to grant permission to PRINCIPAL INVESTIGATOR’S/STUDENT RESEARCHER’S NAME to conduct their research study titled “TITLE OF RESEARCH STUDY” at INSTITUTION NAME. I have reviewed the proposed study details and authorize the researcher(s) to *(general description of research activities including recruitment and data collection.)*

I understand this research will take place at the site between MONTH/YEAR to MONTH/YEARand that any individual’s participation in the research study is voluntary. We retain our right to withdraw this institutional permission at any time.

I attest that I have the institutional authority to approve research activities conducted at this site.

If you have any questions, please contact me at EMAIL and/or PHONE NUMBER CONTACT INFORMATION.

Sincerely.

*SIGNATURE*

AUTHORIZED OFFICIAL’S NAME

AUTHORIZED OFFICIAL’S TITLE