

Contract between

(animal facility)

(research group)

Date:

This contract describes the division of labour and responsibilities between the two parties, with the aim of clarifying all stages of the experiment and ensuring that all necessary parameters are recorded.

	Animal facility	Researcher	Not applicable
<i>Animal:</i>			
Arrival date			
Species			
Strain/stock and substrain			
Supplier (full name and address) or bred on the premises			
Number and sex			
Age, weight, stage of life cycle on arrival			
Pre-treatment (surgical or medical) from supplier			
Quality (e.g. SPF, germ-free, gnotobiotic, conventional)			
Acclimation time before the start of the experiment			
Time and duration of fasting (with/without water and bedding)			
<i>Environment:</i>			
General description			
Temperature (mean \pm variation)			
Light schedule			
Relative humidity (mean \pm variation)			
Number of air changes in the animal room/cabinet per hour			
Environmental enrichment (specify)			
<i>Housing:</i>			
Type (e.g. free-range, shelf, cabinet, isolator, single/group, barrier/conventional)			
Cage/tank type and size			
Number and method of distribution of animals per cage/tank			

Frequency of cage/tank cleaning or change			
Feed:			
Manufacturer (full name and address)			
Type (breeding, growth, maintenance diet)			
Batch number and expiry date			
Sterility (radiation, heat treatment, UV light)			
Consistency (pellets, expanded, powder, mash)			
Administration (<i>ad libitum</i> , rationed)			
Litter/bedding:			
Manufacturer (full name and address)			
Type (e.g. shavings, paper, absorbable mat)			
Batch number			
Sterility (radiation/heat treatment)			
Type (pellets, chips, shavings, matting)			
Water source:			
Tap water, other source			
Quality (e.g. purification, addition of Vitamin C or hydrochloric acid, heat treatment)			
<i>Ad libitum</i> , rationed			
Experiment:			
Capture and immobilisation methods, timespan			
Identification and marking methods			
Test substance (manufacturer, technical description, amount, method and time of administration)			

Sedatives, anaesthetics and analgesics (manufacturer, technical description, dose, method and time of administration)			
<i>Clinical health assessment</i>			
Signs of pain			
Activity level, alertness			
Coat, skin			
Degree of hydration			
Respiration rate			
The actual severity category experienced by the animal			
Permitted treatments if an animal becomes ill or injured			
<i>Humane killing / release / re-homing:</i>			
Date and time			
Method			
Method of drug administration			
<i>Necropsy:</i>			
External observations			
Procedure			
Description of histological and other analytical techniques			