

Subaward/Subcontract Close-out Certification

As a subrecipient of Auburn University, you will be required to submit a list of equipment purchased and a copy of your invention disclosure report along with your final invoice and a signed copy of this form. **Final invoice will not be processed for payment until all close-out documentation has been received and all questions below have been answered.**

Subaward/Contract #: _____

Subrecipient Name: _____

Please select one of the following regarding financial claims:

There are NO outstanding claims against this subaward/contract. *No further claims will be honored after this box has been checked and this form signed and returned to Auburn University. Only the amount of \$_____ included in the final invoice (# _____) is due. When the final invoice is paid by Auburn University, there will be no further claims against this subaward/contract.*

In addition to the final invoice in the amount of \$_____ (#_____), the following invoices are outstanding. *Once the following invoices are paid by Auburn University, there will be no further claims against this subaward/contract.*

Please select one of the following regarding cost-share responsibility:

Required Cost Share in the amount of \$_____ has been met and reported.

Required Cost Share in the amount of \$_____ is included in the final invoice (# _____)

No Cost Share required

Please select one of the following regarding patents and inventions:

There are no inventions or patents to be reported under this subaward/contract.

Listed below are all inventions or patents required to be reported under this subaward/contract. (Attach additional documentation as needed)

Name of Inventor: _____

Title(s) of Invention: _____

Invention Disclosure: _____

has previously been submitted to Auburn University, or is attached to this form

Please select one of the following regarding equipment:

(Equipment means tangible personal property [including information technology systems] having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or, \$5,000)

There is neither government furnished equipment nor equipment purchased with money from this subaward/contract to be reported under this subagreement. *(Please review subaward/contract Terms & Conditions.)*

All government furnished equipment and/or equipment purchased with money from this subaward/contract is in compliance with the prime award budget and conditions (i.e. allowable cost). Subrecipient certifies that equipment records are maintained, a physical inventory of equipment is taken at least once every two years and reconciled to equipment records, there are controls to safeguard the equipment, and the equipment is adequately maintained.

Equipment purchased: *(Please attach additional sheet if necessary)*

All government furnished equipment and reportable equipment purchased with money from this subaward/contract have been delivered to the government or are awaiting disposition instructions.

Please select one of the following regarding final deliverables:

(Deliverables means final technical report, publications, and other reporting required of the prime award. Please review subaward/contract Terms & Conditions.)

There are NO outstanding technical reports or other deliverables. Final deliverables have been completed and mailed to PTE's Principal Investigator on: _____

There are outstanding deliverables. PTE's Principal Investigator has provided the alternative due date of: _____

I hereby certify the above information is correct and in accordance with the terms and conditions of the above listed subaward/contract agreement. Subrecipient does hereby remise, release, and discharge Auburn University, its officers, agents and employees, of and from all liabilities, obligations, claims, and demands whatsoever under or arising from the said subagreement.

Name and signature of Authorized Official

Date

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