

## BAGGAGE (BAG) EXPORT LICENSE EXEMPTION CERTIFICATION for Export Administration Regulations Controlled Items, Technology, and Software

The export of items, technology, commercial software, and encryption code, including tablets, laptops, PDAs, digital storage devices, and smart phones, is subject to U.S. export control laws and regulations. The Export Administration Regulations (EAR) allow for an exception to licensing requirements for the temporary export or reexport of certain items, technology, or software for personal use, as long as the following the criteria, to which you are certifying, are met (21 CFR 740.14).

Note: The BAG exception does not apply to:

- Satellite or space-related equipment, components, or software regulated by the EAR
- Technology associated with high-level encryption products
- Items, technology, data, or software regulated by the International Traffic in Arms Regulations

Detailed description of items, technology, or software to be exported or re-exported for which this certification applies:

| Item Name / Description | Manufacturer | Model Number | Quantity |
|-------------------------|--------------|--------------|----------|
|                         |              |              |          |
|                         |              |              |          |
|                         |              |              |          |

Please keep a signed copy of this document with you when travelling abroad and retain this BAG Certification in your records for five years after your return to the U.S.

**By my signature below, I certify that:**

1. I own the items, technology, or software I am taking abroad to *(destination(s))*  
\_\_\_\_\_
2. The items, technology, or software are only intended for necessary and appropriate personal use or use by a member of my immediate family travelling with me;
3. The items, technology, or software are not intended for sale or other disposal;
4. I am not shipping the items as unaccompanied baggage;
5. I will return the items, technology, or software to the U.S.;
6. I will keep the items, technology, or software under my “effective control” while abroad. “Effective control” is defined by the EAR to mean either retaining physical possession of the item, or securing the item in such an environment as a hotel safe, a bonded warehouse, or a locked or guarded exhibition facility;
7. I will take security precautions to protect against unauthorized access or release of the technology while the technology is being shipped or transmitted and used abroad.  
*(Examples include: use of secure connections when accessing e-mail and other business activities that involve the transmission and use of the technology, use of password systems on electronic devices that store technology, and use of personal firewalls on electronic devices that store the technology);*
8. The items, technology or software described above are not defense articles or technical data controlled under the ITAR and will not be used for nuclear research, military purposes, or the development of weapons of mass destruction;

9. The technology will not be used for foreign production purposes or for technical assistance unless authorized by the Bureau of Industry and Security; and
10. I will not take the items, software, and/or technology to sanctioned or embargoed countries such as Cuba, Iran, North Korea, Syria, Sudan, or Crimea.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\*Keep a signed copy of this document with you when traveling abroad and provide a copy to the University Research Compliance Office, [comply@k-state.edu](mailto:comply@k-state.edu), prior to travelling.