

Research Collaboration Agreement

Date: [Insert Date]

To: [Recipient Name]

[Recipient Position]

[Institution Name]

[Institution Address]

Dear [Recipient Name],

This letter serves as a formal agreement between [Your Institution Name] and [Recipient's Institution Name], collectively referred to as the "Parties," for the purpose of collaborating on [briefly describe the scope or title of the research].

1. Objective

The objective of this collaboration is to [describe main goals and objectives].

2. Responsibilities

Each Party agrees to undertake the following responsibilities:

- [Your Institution Name]: [List responsibilities]
- [Recipient's Institution Name]: [List responsibilities]

3. Funding

Funding for this collaboration will be provided by [describe funding sources or contributions].

4. Duration

This collaboration agreement will commence on [start date] and will continue until [end date], unless terminated earlier by mutual consent.

5. Confidentiality

The Parties agree to maintain confidentiality regarding all shared information and research outputs arising from this collaboration.

6. Termination

Either Party may terminate this agreement with [number] days written notice to the other Party.

Please indicate your acceptance of this agreement by signing below.

Sincerely,

[Your Name]
[Your Position]
[Your Institution Name]
[Your Contact Information]

Accepted and Agreed by:

[Recipient Name]
[Recipient Position]
[Recipient Institution Name]