

The Final Renewal email is sent to the Principal Investigator if no response has been received by RARC to the first and second renewal letters.

TO: (Principal Investigator)

Your protocol (**protocol number**) entitled (**name of protocol**) will expire on (**renewal date**) unless renewed. The RARC office sent you two reminders dated (**date of first renewal letter**) and (**date of second renewal letter**) and has received no response. As a final reminder, we are sending this notice.

Federal regulations that govern animal-based research require that all animal protocols must be reviewed and approved every three years by the Animal Care and Use Committee. Please contact RARC immediately regarding the status of this protocol so that it does not expire. According to those federal regulations, should your protocol expire, your animal-based research covered by this protocol must stop immediately.

You may contact any of the following RARC staff for assistance in avoiding expiration and the potential impact on your research. Thank you for your prompt attention.

Holly McEntee (265-9241, mcentee@rarc.wisc.edu)
Debbie Morris (262-7109, morris@rarc.wisc.edu)
Helen Noeldner (265-2696, noeldner@rarc.wisc.edu)
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