

License Exception Baggage (BAG) Certification

Traveler:	
Destination(s):	
Travel dates:	

License exception BAG (15 CFR §740.14) under the Export Administration Regulations (EAR) authorizes Northwestern University U.S. Persons leaving the U.S. to export or reexport certain personally owned commodities (e.g., laptops, tablets, digital storage devices), software, or technology as a “tool of trade” to any destination or series of destinations provided it is not to Iran, North Korea, Sudan, or Syria. “Tools of trade” are those items such as tools, instruments, equipment, or technology for use in the individual’s occupation/employment.

Software and technology used as a tool of trade may be used overseas solely by the individual listed above provided adequate security precautions are taken to protect against unauthorized access. Examples of adequate security precautions include encryption of technology; the use of Virtual Private Network (VPN) connections when accessing email and other business activities; use of passwords on all electronic devices; and, the use of personal firewalls.

Individuals leaving the U.S. temporarily (i.e., traveling) must bring back all items export and reexported under this License Exception. All items must remain in the individual’s “effective control” (e.g., retaining physical possession of the item or securing it in a place such as a hotel safe, a bonded warehouse, or a locked/guarded exhibition facility) while abroad.

This exception does not apply to anything controlled under the Department of State’s International Traffic in Arms Regulations (ITAR).

Description of Items, Technology or Software to which this Certification applies	
<i>By my signature below, I certify that:</i>	
1	<i>I personally own the items, technology and/or software listed above that I am taking to the country(ies) noted;</i>
2	<i>The items noted above are intended for necessary and appropriate personal use only;</i>
3	<i>The items noted above are not intended for sale or other disposal;</i>
4	<i>The items noted above will be returned to the U.S.;</i>
5	<i>The items noted above will remain in my “effective control” while abroad;</i>
6	<i>I will take the security precautions outlined above to protect against unauthorized release; and</i>
7	<i>I will not ship or hand-carry any controlled items, technology or software to Iran, Syria, North Korea, of the Crimea Region of Ukraine without consulting with export control. (A license may be required).</i>
Traveler’s Name Signature Date	Export Control Signature Date

Please send this form to Export Control & International Compliance for review and approval to amy.weber@northwestern.edu. A fully signed copy will be returned to you to keep with you as you travel abroad.