This checklist is supplied as a guide to the preparation of an **Information Sheet** for participants. Each Information Sheet is a unique document and should be prepared relevant to the activities to be conducted and submitted for review by the AEC with the ethics application.

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| --- | --- | --- | --- |
|  | Yes | No | Comments |
|  1. Letter-headed paper |  |  |  |
|  2. Full title of project |  |  |  |
|  3. Name, position and contact details of Chief Investigator. |  |  |  |
|  4. Overall purpose of study in clear non-technical language. |  |  |  |
|  5. Indicate why a particular animal(s) has been selected to participate. |  |  |  |
|  6. Specific details of expected participation including the duration and location. |  |  |  |
|  7. Clear statement and full description of potential risks/benefits.  |  |  |  |
|  8. Freedom to withdraw without prejudice to further treatment or penalty at any time. |  |  |  |
|  9. Fate of blood/fluids/ tissue pursuant to the project and any future storage and use of these samples.  |  |  |  |
| 10. Assurance of confidentiality for participant and de-identification of data derived from the project. Data will not be provided to a third party. |  |  |  |
| 11. Statement on payment and/or follow-up treatments/terms. |  |  |  |
| 12. Support in case of an adverse event. |  |  |  |