

## Appendix 2 – Letter of Transmittal

Instructions:

Each subsequent shipment (not the initial Agreement shipment) must be accompanied by a letter of transmittal. Please cut and paste text below onto institute letterhead, fill out agreement number, institute name and sign letter. Name file: LT\_[Your institute name\_SHIP DATE]. Email along with Appendix 1 Black Box Deposit spreadsheet to NLGRP-Blackbox@usda.gov

SHIP DATE

Director: Daren Harmel c/o: NLGRP-Blackbox-Andy Hagan  
USDA-ARS NLGRP  
1111 South Mason St  
Fort Collins, CO 80521

Dear Daren Harmel,

Under the USDA-ARS Germplasm Storage Deposit Agreement # \_\_\_\_\_ (# can be found on executed MTA) between ARS and \_\_\_\_\_, Depositor is sending ARS additional germplasm for black box storage. Attached is an additional Appendix 1 – Black Box Deposit Form that shall be added to the Germplasm Storage Deposit Agreement as acknowledged by ARS.