

September 1st Electronic Agreements Transition

Effective September 1, 2010 DDTC-Licensing will no longer accept unclassified paper submissions of Technical Assistance Agreements, Manufacturing License Agreements, and Warehouse Distribution Agreements (to include major amendments). After this date all submissions must be made electronically via D-Trade 2 utilizing the DSP-5 form.

Specifically, paper submissions delivered and picked up by the DDTC mail room by August 31st will be accepted and processed. Paper submissions received after this date will be returned to the applicant (one copy of the Transmittal Letter) with a letter from DDTC stating the applicant must resubmit the agreement using the D-Trade 2 System.

In addition, applicants must electronically re-baseline their paper agreements in order to request a Proviso Reconsideration for that agreement.

Errors made by DDTC on paper approvals will continue to be revised and reissued via paper.

And minor amendments against active paper agreements may continue to be submitted via paper (see section 8.3 of the Guidelines for Preparing Electronic Agreements for acceptable minor amendments).

For information on submitting agreements electronically please reference the "[Guidelines for Preparing Electronic Agreements](http://www.pmdtcc.state.gov/licensing/agreement.html)" located at <http://www.pmdtcc.state.gov/licensing/agreement.html>.