



## **INSTRUCTIONS FOR FORM NIST-1263 (Page 4): OTHER JOINT VENTURE PARTICIPANTS**

This form must be submitted with each joint venture proposal to identify the joint venture participants (excluding the organization submitting the proposal since that information is provided on page 1 of the Form NIST-1263). This form may be duplicated, as necessary, if there are additional participating organizations. Categories of joint venture participants are not adequate identification. For example, do not list a “manufacturing company,” a “university,” or a “hospital.” You must provide the legal name and contact information of each joint venture participant. Include only those organizations to be bound by the Joint Venture Agreement. Do not list subcontractors on this form, as information about proposed subcontractors should be provided on page 5 of NIST-1263. Additionally, do not list informal collaborators.

1. Enter the legal name and street address, city, two-letter state abbreviation, ZIP code, and website of the participant. (DO NOT USE A POST OFFICE BOX.) Also enter the name, telephone number, fax number, and e-mail address of the individual in the participant’s organization to be contacted regarding the technical portion of the proposal.

2. Check all the boxes that apply to identify the type of organization.

3. Enter participant’s employer identification number (EIN). To obtain an EIN, see <http://www.atp.nist.gov/atp/helpful.htm>, or call 1-866-816-2065.

4. Enter participant’s Dun and Bradstreet (D&B) number. To obtain a D&B number, see <http://www.dnbmdd.com/mddi>.