



Interoffice Memo

DATE: Date

PHONE: 888-8888

FROM: PRINCIPAL INVESTIGATOR

TO: INSTITUTIONAL REVIEW BOARD

| SUBJECT | REQUEST TO ADD SUB-INVESTIGATORS |
|---------|----------------------------------|
|---------|----------------------------------|

Protocol #: [Click here to enter text.](#)

Protocol: Title: [Click here to enter text.](#)

Please add [Click here to enter text.](#) as Sub-Investigator. A copy of their CITI certificates are attached.

Kind Regards,

Primary Investigator Name and Title And signature

Department: