



## DISCLOSURE OR CHANGE OF OWNERSHIP

CLIA Certificate Number (typically begins with 14D) \_\_\_\_\_

Select Disclosure or Change(s):  Disclosure of Ownership  Change of Ownership  Change of Tax ID No.

*NOTE: For changes of ownership include a new CMS-116 application with this form.*

If this is a Change of Ownership provide an effective date \_\_\_\_\_

Facility Name (Print) \_\_\_\_\_

Federal Tax ID No. \_\_\_\_\_ Facility E-Mail (Print) \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Facility Street Address (Print) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Mailing Address (If different from address above) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Type of Entity:  Sole Proprietorship  Partnership  Corporation  Unincorporated Associations  
 For-profit  Not-for-profit  Other: (specify) \_\_\_\_\_

*(If applicable, you may include a list of individuals or organizations having direct or indirect ownership on a separate page).*

### **Attention: Note the additional requirements**

**CHANGES OF OWNERSHIP** must include a new CMS-116 application and a signed release letter from the previous Lab Director. She/he must confirm to be in agreement with the transfer of the CLIA certificate. Without this letter your request will NOT be process. **NOTE: A release letter is NOT required if the current Lab Director retains her/his position in the certificate.**

**CHANGES IN TAX ID NUMBER** will only be processed if the request is signed by the current Lab Director in the certificate.

### **Read the following carefully before signing this Disclosure or Change**

*Any person who intentionally violates any requirement of section 353 of the Public Health Service Act as amended or any regulation promulgated thereunder shall be imprisoned for not more than one year or fined under title 18, United States Code or both, except that if the conviction is for a second or subsequent violation of such a requirement such person shall be imprisoned for not more than three years or fined in accordance with title 18, United States Code or both. Consent: The applicant hereby agrees that such laboratory identified herein will be operated in accordance with applicable standards found necessary by the Secretary of Health and Human Services to carry out the purposes of section 353 of the Public Health Service Act as amended. The applicant further agrees to permit the Secretary, or any Federal officer or employee duly designated by the Secretary, to inspect the laboratory and its operations and its pertinent records at any reasonable time and to furnish any requested information or materials necessary to determine the laboratory's eligibility or continued eligibility for its certificate or continued compliance with CLIA requirements.*

\_\_\_\_\_  
(Name of Lab Director - Please Print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
(Lab Director Signature (same name as above))

\_\_\_\_\_  
Date