

**UNIVERSITY OF SOUTH FLORIDA
Office of Research & Innovation**

**Guidelines for Moving Expenses and Furniture
for USF Research Park Buildings**

Before moving costs, furniture, fixtures, and other expenses related to occupancy of space in the USF Research Park are incurred, appropriate funding sources should be identified and documented by the tenant in consultation with the appropriate Chairperson/Director, Dean, or higher-level administrator.

Related expenditures may be charged to Research Initiative Accounts (RIAs).

The Research Foundation and/or the Office of Research & Innovation normally will not be responsible for these costs.

New: April 28, 2005; technical updates March 2, 2009