



## Sample data use consent form template

This template is provided for internal planning and educational purposes only. Please consult your institution's legal or data protection office before formal use.

### 1. Agreement overview

This data sharing agreement is made between:

- Disclosing party: \_\_\_\_\_
- Receiving party: \_\_\_\_\_

Date: \_\_\_\_\_

### 2. Purpose of data sharing

The purpose of this agreement is to enable the sharing of data to support the following:

- Digital Twin development
- Facilities management
- Academic research
- Sustainability or space optimization initiatives
- Other (please specify):  
\_\_\_\_\_

### 3. Description of data

Provide a summary of the data to be shared, including type, format, and sensitivity:

- Data type: \_\_\_\_\_
- Format: \_\_\_\_\_
- Frequency: One-time/Ongoing
- Sensitivity: Public/Internal/Confidential

#### **4. Data handling and responsibilities**

- Data will be used only for the agreed purpose.
- The receiving party will not share the data with any third party without permission.
- Both parties will comply with applicable data protection and privacy laws.
- Access to the data will be limited to authorized personnel.

#### **5. Storage and security**

- Data will be stored securely in accordance with institutional policies.
- Encryption and access controls should be applied where appropriate.

#### **6. Duration and termination**

This agreement is valid from \_\_\_\_\_ to \_\_\_\_\_.

Either party may terminate the agreement with written notice.

Upon termination, the receiving party will delete or return all data.

#### **7. Signatures**

Disclosing party representative:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Receiving party representative:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_