**Appendix 8  
Request for Completion of Sponsor Green Light Checklist reminder – single site**

*(EDGE XXXX Study Title: request for Completed Sponsor Green Light Checklist – I month reminder)*

*Attach Appendix 1A and SOP S-1045*

*MARK EMAIL AS URGENT*

Dear *(insert name)*

Thank you for submitting your Final report for the study.

To enable the Sponsor to complete the end of Sponsor Green Light Process as per Sponsor SOP S-1045 (attached). Please complete the End of Sponsor Green Light Checklist 1A and return to the UHL Research & Innovation Department for our Sponsor records, via [UHLSponsor@uhl-tr.nhs.uk](mailto:UHLSponsor@uhl-tr.nhs.uk).

Should you have any queries with regards to the completion of the form, please feel free to contact us.