

Location of Use Licensing Guidance

Locations of Use

“Locations of Use” for the affected broad scope licenses are:

1. An individual building or facility at one address.
2. A contiguous licensee-controlled geographic area, such as a campus or licensee-owned/operated/controlled business campus or park, is considered a single “location of use” and only one address is listed on the license. Sites that are not contiguous but are located in separate parts of a city, different city or state, are separate “locations of use” and separate addresses are listed on the license.
3. A temporary job site is not a “location of use.” In addition, use of licensed materials at sea or on board a ship may be a separate location, specifically listed on the license, if it is a permanent job site. If use at sea is not a permanent location but is a temporary job site, then it is not a separate location and its address will not be listed on the license.

Physical Addresses

The address of each “location of use” must be listed on the license, with exception of Federal Facilities as described below. It is acceptable to list the address as “... [insert name of the R&D broad scope licensee or academic broad scope licensee] campus [insert physical address – street number and name, city, state]...” if it is a contiguous licensee-controlled geographic area.

Federal Facilities that Use/Store Materials at Any of Their Locations in the U.S.

Licensees such as the U.S. Army or the U.S. Department of Agriculture that request the flexibility to use or store licensed materials at any of their locations in the United States would be considered to have more than 20 locations. These locations do not have to be listed individually on the license. However, these locations must be tracked by the licensee and the list of locations must be available for inspection. The locations of use condition on the license should include, for example, that the licensee “...may use or store material at any Department of Defense installation...” or other appropriate description.