



Stanford University

Office of Research Administration
Property Management Office

SPS Fee Structure (effective September 1, 2023)

pre-tax sale amount (per item)

Sale Amount	Dept %
\$1-\$1,499.99	00%
\$1,500-\$4,999.99	10%
\$5,000-\$6,999.99	20%
\$7,000-\$9,999.99	30%
\$10,000-\$15,999.99	40%
\$16,000-\$23,999.99	50%
\$24,000-\$34,999.99	60%
\$35,000-\$49,999.99	70%
\$50,000-\$74,999.99	75%
\$75,000+	85%

Addendum for outgoing transfers:

Sales and transfers to other institutions require approval from the Department Chair and the school's Dean's Office (or equivalent business unit entity), as well as the Property Management Office. No-cost transfers also require a justification statement outlining how the transfer benefits Stanford.