



PROCUREMENT DEPARTMENT
Contract Transmittal

Request for Contract Execution
(Pursuant to TU Implementing Procurement Policies and Procedures, 6/15/00,
Section V. Contract Execution)

I have read and understand the attached vendor agreement. Further, I understand and agree with the scope of work and terms and conditions as defined therein. Any areas of concern have been specifically noted and satisfactorily addressed by the Contractor. Based upon my knowledge and expertise, the price for the work/services defined is fair and reasonable and I believe this contract to be in the best interests of the University.

Comments:

Submitted by : _____
Signature Date

Printed Name

Department & Telephone Number

Contractor: _____

Attachment(s) List: _____