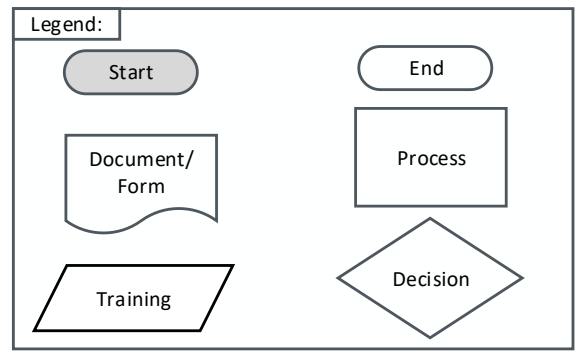
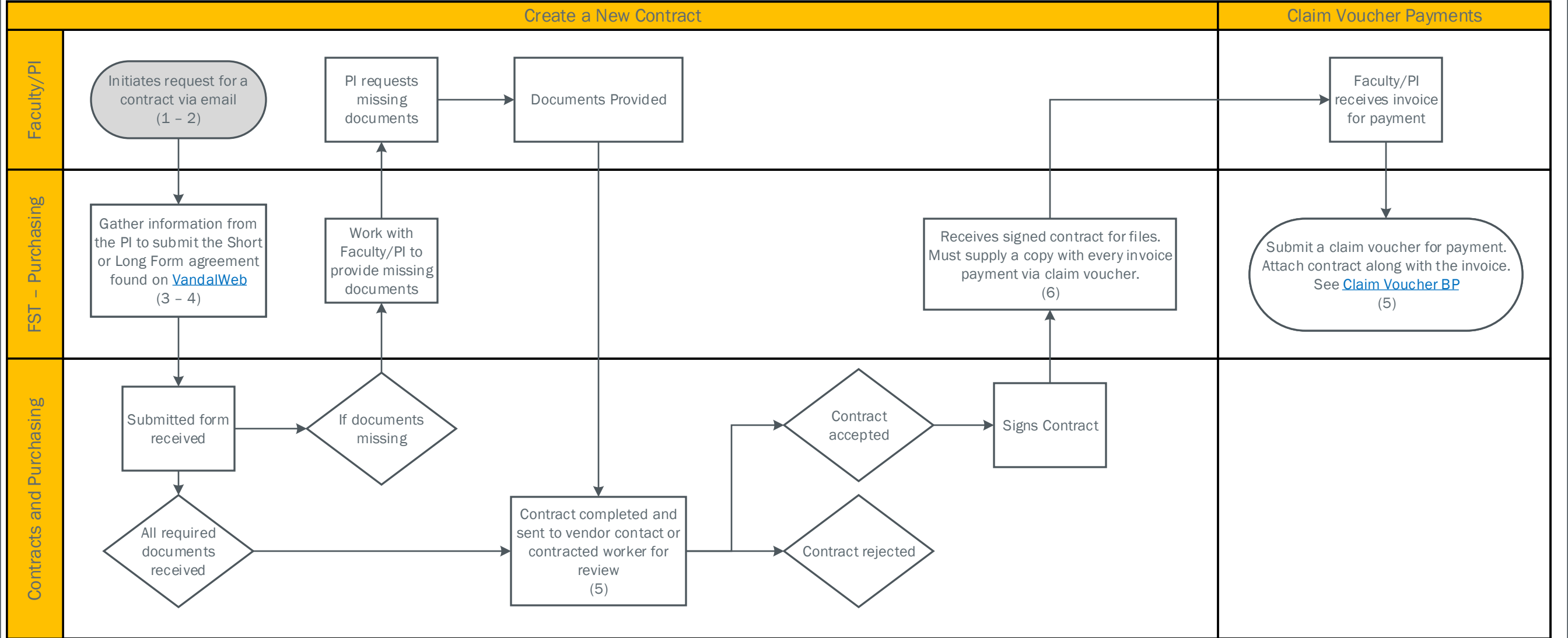


Contracts



- Notes:**
1. Some contracts can take 60-90 days
 2. Information needed in email - index code, justification for why contract needed, information about contractor.
 3. Access form on Vandalweb under Employee/Purchasing Service Contract /Purchasing Service Contract Entry
 4. OSP Approval needed if Contract under a Grant
 5. If international bank account include bank deposit information.
 6. FST - Grants retains copy of signed contract for reference in Contract is under a Grant

FILENAME	Contracts BP	
DRAWN BY	Michele	REVISED
		12/11/2020