

(Do not use this form if aggregate total of contract will exceed \$2,000)

CONTRACT

For Services Up to \$2,000

Between The University of Louisiana at Monroe and

Contractor Legal Name: _____ EIN / SSN: _____

Contractor Street Address: _____ Email: _____

Contractor City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____

Statement of Work:

Maximum Contract Amount for Services (*contract void if fee exceeds \$2,000*): \$ _____.

Contract Start Date: _____ End Date: _____

Payable as follows:

After Completion _____ payments of \$ _____ Hourly rate: \$ _____

Other: _____

Contractor is responsible for the payment of all travel and other expenses related to the service(s) being provided.

Monitoring Plan: By signing below, ULM Department Head agrees to monitor services and performance.

ULM Department Head or Approving Agent Signature: _____

Department Name: _____ Index: _____ Fund: _____

By signing below, Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this Contract shall be contractor's obligation; Contractor further agrees this contract shall be governed by and interpreted in accordance with the laws of the State of Louisiana, including but not limited to LA R.S. 39:1672.2 - 1672.4; LA. R.S. 39:1551-1736; rules and regulations; executive orders; standard terms and conditions, special terms and conditions; and this Contract.

To Be Read and Signed by **Contractor** if in Mutual Agreement:

To Be Read and Signed by **ULM Purchasing Director** if in Mutual Agreement:

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

This contract is not binding until approved by ULM Purchasing.