## ROUTING FORM FOR DUAL SERVICES AGREEMENT WITH TTU AS VENDOR PARTY

Procuring Party:		
2. Employee Name:		
Term of Agreement:		
4. Total Liability of Procuring Party:		
Approvals:		
Base Department Chairperson	Date	_
Dean or Administrative Officer	Date	_
Human Resources	Date	_
Payroll	Date	_

Please return form and all copies of contract to Purchasing (Box 5144) for further processing. For instructions regarding this process, visit our <u>Procurement Manual</u>