

Disfavored Items Checklist

A Tuskegee University contract will be rejected, or its approval will be delayed, if it contains any of the following elements:

Mark with a "X"

- (1) Does the contract contain an Automatic Renewal? Yes No
- (2) Does the contract include a Lengthy term or duration, especially for new relationships? Yes No
- (3) Does the contract require a payment of a large sum in advance of service being provided? Yes No

Additional Comments:

Office of General Counsel Comments

Legal Review and Approvals:

[Approved: Provided that all other required approvals are obtained and funds identified, this agreement is approved on behalf of the Office of General Counsel.]

[Disapproved]

Initial Comments:

General Counsel _____

Date _____

CFO/VP of _____

Date _____

Response/Dialog