

CONTRACT REVIEW CHECKLIST

Consistency with Law and School Board Policy:

	Comments
Consistent with School Board Policy	✓
Consistent with Florida, federal and local laws	✓

Contract Terms:

	Comments
Term (Duration of Contract)	Until termination
Termination Clause	60 days w/o cause
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses.
Regulatory issues	None
Confidentiality Provision	Yes
Warranties	None
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	None
Governing Law & Venue	Florida; Palm Beach County

Business Principles:

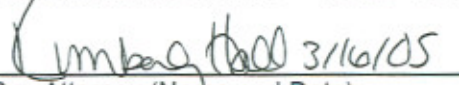
	Comments
Sound Business Principles	
Reasonableness of Fees	N/A
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	N/A

Other Issues:

	Comments
Conflict of Interest Disclosures	None
Non-Negotiable Issues	None
Miscellaneous Issues	None
Appropriate Departmental Sign-off	Yes

Special Considerations:

The issues noted above were explained to the appropriate District staff and/or Division Chief. YES NO


Kimberly Hood 3/16/05
 By: Attorney (Name and Date)



THE SCHOOL DISTRICT OF PALM BEACH COUNTY
Request for Document Approval by Legal Services

DIRECTIONS: Allow two weeks for review and approval. DO NOT use "ASAP" for a required date. A specific due date is required. Your document may be returned for failure to complete the information below.

Date Submitted 03/14/2005 Number of Copies Submitted 1

Name of Document Affiliation Agreement Between UCF and SBPBC

School/Department Submitting ESE

Contact Person Julia Jackson Telephone (561) 434 - 8066 PX 48066

Date Required / / (DO NOT use "ASAP" - a specific date is required)

Is this a continuation/duplication of prior document? [X] Yes [] No

If any changes, are they marked? Yes

Is substance of document acceptable to your Assistant Superintendent or Director? [X] Yes [] No

Are permits required? [] Yes [X] No

Have required permits been obtained? [] Yes [] No [X] N/A

Do you wish to pick up document? [X] Yes [] No Pony? [] Yes [] No

Comments:

Call Maureen Diaz to pick up at 43886

*The attached student confidentiality addendum shall be completed if University students will have access to [unclear] school district confidential student information. RECEIVED MAR 16 2005 BY LEGAL SERVICES

Signature of Julia M. Jackson, SIGNATURE OF DEPARTMENT HEAD OR AREA EXECUTIVE

3/14/05 DATE

Attorney Assigned Date of completion by Attorney / /