

**CONTRACT REVIEW CHECKLIST****Consistency with Law and School Board Policy:**

Comments

Consistent with School Board Policy	YES
Consistent with Florida, federal and local laws	YES

**Contract Terms:**

Comments

Term (Duration of Contract)	<b>November 1, 2006- June 30, 2007; Please refer to Page 2 "Term".</b>
Termination Clause	<b>The Agreement may be terminated by either party upon 30 days written notice to the other party. Please refer to Page 5.</b>
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Liability Issues: Please refer to Page 2, Paragraph 8. Insurance: Please refer to Page 4, Paragraph 16. Indemnification: Please refer to Page 4, Paragraph 15.
Regulatory issues	<b>No.</b>
Confidentiality Provision	<b>Yes. Please refer to Page 5, Paragraph 18.</b>
Warranties	N/A
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	N/A
Governing Law & Venue	Venue: Palm Beach County; Choice of Laws: Florida; Please refer to Page 5.

**Business Principles:**

Comments

Sound Business Principles	<b>Yes.</b>
Reasonableness of Fees	None. Please refer to Page 2, Paragraph 2.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	None. Please refer to Page 2, Paragraph 2.

**Other Issues:**

Comments

Conflict of Interest Disclosures	None
Non-Negotiable Issues	<b>No.</b>
Miscellaneous Issues	None
Appropriate Departmental Sign-off	

**Special Considerations:** \_\_\_\_\_The issues noted above were explained to the appropriate District staff and/or Division Chief. YES  NO By: *Robert R. ...* 9/5/06  
By: Attorney (Name and Date)