

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)	12 Months (August 1, 2007- July 31, 2008); Please refer to Section I.
Termination Clause	Trainer may terminate upon 90 days written notice to School Board; the School Board may terminate upon 30 days written notice to the Trainer; Please refer to IV.
Insurance /Liability Issues/ Indemnification	Risk Management should review and approve all insurance clauses. Indemnification: Please refer to Section V. Insurance: Please refer to Section VI.
Regulatory issues	Trainer is responsible for obtaining necessary permits and licenses; Please refer to Section II.
Confidentiality Provision	Trainer should execute Addendum Concerning Student Information.
Warranties	No.
Labor Issues	The Labor Relations Department should review any issues.
Disclaimers	N/A
Governing Law & Venue	Governing Law: Florida; Venue: Palm Beach

Business Principles:

Comments

Sound Business Principles	Yes.
Reasonableness of Fees	Please refer to Section III.
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	Please refer to Section III.

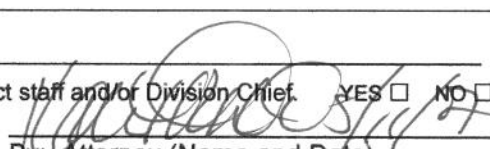
Other Issues:

Comments

Conflict of Interest Disclosures	None
Non-Negotiable Issues	No.
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:  Attorney (Name and Date)