

**APPLICATION 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)	N/A
Termination Clause	N/A
Insurance /Liability Issues/ Indemnification	N/A
Regulatory issues	N/A
Confidentiality Provision	N/A
Warranties	N/A
Labor Issues	N/A
Disclaimers	Yes
Governing Law & Venue	Venue is in Palm Beach County

**Business Principles:**

Comments

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

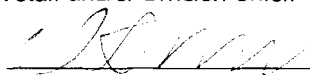
**Other Issues:**

Comments

Conflict of Interest Disclosures	Yes
Non-Negotiable Issues	N/A
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

  
By: Attorney (Name and Date)