

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)	5 Years	
Termination Clause	Yes	
Insurance /Liability Issues/ Indemnification	N/A	
Regulatory issues	None	
Confidentiality Provision	N/A	
Warranties	N/A	
Labor Issues	N/A	
Disclaimers	N/A	
Governing Law & Venue	Venue is in Palm Beach County	

Business Principles:

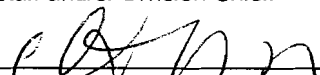
		Comments
Sound Business Principles	Yes	
Reasonableness of Fees	N/A	
Payment Terms --Lump sum, installments --Payment Due dates --Late fees	N/A	

Other Issues:

		Comments
Conflict of Interest Disclosures	N/A	
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 X** **NO**


 By: _____
 By: Attorney (Name and Date)