

**ROUTING FORM FOR DUAL SERVICES AGREEMENT
WITH TTU AS VENDOR PARTY**

1. Procuring Party: _____

2. Employee Name: _____

3. Term of Agreement: _____

4. Total Liability of Procuring Party: _____

Approvals:

Chairperson **Date**

Dean or Administrative Officer **Date**

Human Resources **Date**

Vice President, Academic Affairs **Date**

Please return form and all copies of contract to Purchasing (Box 5041)
for further processing.