

### Disfavored Items Checklist

A Tuskegee University contract will be rejected, or its approval will be delayed, if it contains any of the following elements:

*Mark with a "X"*

- (1) Does the contract contain an Automatic Renewal?  Yes  No
- (2) Does the contract include a Lengthy term or duration, especially for new relationships?  Yes  No
- (3) Does the contract require a payment of a large sum in advance of service being provided?  Yes  No


Additional Comments:

**Office of General Counsel Comments**

**Legal Review and Approvals:**

[Approved: Provided that all other required approvals are obtained and funds identified, this agreement is approved on behalf of the Office of General Counsel.]

[Disapproved]

 Initial Comments: \_\_\_\_\_

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General Counsel \_\_\_\_\_

Date \_\_\_\_\_

CFO/VP of \_\_\_\_\_

Date \_\_\_\_\_

Response/Dialog