

CONTRACT ROUTING SHEET

Date Prepared: 11/07/2011

Need Date: 11/18/2011

PROCESSING DEPARTMENT:

Department: CAO
Dept. Contact: Vickie
Phone #: 7538
Department
Head Signature: *[Signature]* 11/9/11

CONTRACTOR:

Name: Ed & Sheryl Hagen
Address: P.O. Box 804
El Dorado, CA 95623
Phone: _____

CONTRACTING DEPARTMENT: Lease agreement for Railroad building

Service Requested: Review Lease

Contract Term: 11/1/11-11/1/21 Contract/Amendment Value: \$1.00

Compliance with Human Resources requirements? Yes: No:

Compliance verified by: _____

COUNTY COUNSEL: (Must approve all contracts and MOU's)

Approved: Disapproved: Date: 11-15-11 By: *[Signature]*
Approved: Disapproved: Date: _____ By: _____

**Note that it requires the County to maintain "a policy of insurance"*

EL DORADO COUNTY COUNSEL
11 NOV 10 AM 9:09

RISK MANAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements)

Approved: Disapproved: Date: 11-21-11 By: *[Signature]*
Approved: Disapproved: Date: _____ By: _____

RECEIVED
HUMAN RESOURCES DEPT.
11 NOV 16 AM 11:20

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract)

Departments:
Approved: Disapproved: Date: _____ By: _____
Approved: Disapproved: Date: _____ By: _____