

# COUNTY POLICY CONTRACT ROUTING SHEET

Date Prepared: 11/21/2019

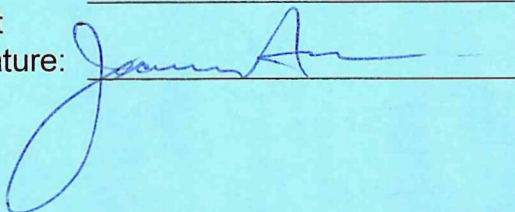
Need Date: 11/27/2019

**PROCESSING DEPARTMENT:**

Department: Library

Dept. Contact: Jeanne Amos

Phone: X5546

Department Head Signature: 

**CONTRACTOR:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Org Code: \_\_\_\_\_

Project String

(if applicable): \_\_\_\_\_

Funding Source: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Library

Service Requested: Review of County Policy - Meeting Room

Description: \_\_\_\_\_

Contract Term: n/a Contract Value: n/a

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

Approved:  Disapproved: \_\_\_\_\_ Date: 11/22/19 By: 

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

**HR APPROVAL:**

**RISK MANAGEMENT:**

Approved  11 Dec 2019

PLEASE EMAIL jeanne.amos@edcgov.us FOR PICK-UP

Thank you!

EDC COUNTY COUNSEL  
2019 NOV 22 PM2:41