

CONTRACT ROUTING SHEET

Date Prepared: 5/4/18

Need Date: 5/7/18

PROCESSING DEPARTMENT:

Department: Human Resources
Dept. Contact: Katie Lee
Phone #: X5628
Department: _____
Head Signature: [Signature]

CONTRACTOR:

Name: _____
Address: _____
Phone: [Signature]

CONTRACTING DEPARTMENT:

Review Reso for Board Item 18-0754
Service Requested: Registrar of voters salary May 22, 2018
Contract Term: _____ Contract Value: \$0.00
Compliance with Human Resources requirements? Yes: _____ No: _____
Compliance verified by: _____

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

Approved: ✓ Disapproved: _____ Date: 5/7/18 By: [Signature]
Approved: _____ Disapproved: _____ Date: _____ By: _____

EL DORADO COUNTY COUNSEL
2018 MAY - 4 AM 9:30

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

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

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

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

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

PH: 91 HR/RM MAY 7 18