

Contract Routing Form

ROUTING: Routine

printed on: 08/10/2016

Contract between: ABC Company
and Dept. or Division: Attorney's Office
Name/Phone Number:

Project: Software Update

Contract No.:
Enactment No.: RES-16-1123
Dollar Amount: 10,000.00

File No.: 12345
Enactment Date: 08/13/2016

(Please DATE before routing)

Signatures Required	Date Received	Date Signed
City Clerk		
Director of Civil Rights		
Risk Manager		
Finance Director		
City Attorney		
Mayor		

Please return signed Contracts to the City Clerk's Office
Room 103, City-County Building for filing.

Original + 2 Copies