

**Procedures and Regulations: Sample Contracts**

**SAMPLE GOODS AND SERVICES CONTRACT—Number 2**

The Yakima School District (hereinafter referred to as the district) and Acme Photographers, Inc., (hereinafter referred to as the supplier) hereby reach the following agreement, wherein the supplier is to provide goods and/or services to the students and/or patrons of the district, pursuant to the terms of this agreement.

The supplier shall make available the following described goods and/or services: photograph and print pictures of individual students in grades kindergarten through fifth (K-5).

The goods and/or services shall be supplied in the following manner: photographs will be taken on school premises during school hours, and the printed photographs are to be delivered to the school for distribution to individual students.

The price of these goods and/or services shall be: for those students desiring to purchase the photographs, two (2) 5x7 inch prints and twelve (12) wallet-size photographs for \$XX.

Payments will be made as follows: students desiring to purchase the photographs shall remit the purchase price in a prepared envelope to the supplier.

The district and/or its sub or constituent organizations agrees to provide the following services and/or facilities which are necessary to the provision of the supplier's obligations: use of district facilities for the purpose of taking the photographs and clerical assistance in scheduling the photographs and the distribution of photos and the collecting of envelopes for purchased photographs.

For the above services and/or facilities, the supplier shall reimburse the district and/or its sub and/or constituent organizations as follows: the supplier shall reimburse the associated student body (ASB) fund \$XX for each individual packet of pictures purchased.

The estimated value of this reimbursement to the district or its sub and/or constituent organizations is as follows: \$XX for each individual packet of pictures sold.

There are no verbal agreements which alter or expand this written agreement, and in consideration for the mutual benefits and obligations contained herein, the parties, by fixing the signatures of their authorized representatives, agree to its contents.

<u>FOR THE SUPPLIER</u>	<u>FOR THE DISTRICT</u>
_____	<i>Superintendent</i>
<i>Date</i>	_____
	<i>Date</i>