

# EASTERN KENTUCKY UNIVERSITY PURCHASES & STORES

## NOTICE OF EXTENSION OF PERSONAL SERVICE CONTRACT

Name and Address of Individual of Firm:

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Personal Service Contract Number	_____
Account No.	_____
Encumbrance Amount	_____
This Contract is Effective	_____
and Expires	_____

This is to notify you that under the provisions of the contract, the University elects to extend Contract No. \_\_\_\_\_ dated \_\_\_\_\_, between you and Eastern Kentucky University, with the same terms and conditions as set forth therein. The period within the current fiscal year in which services are to be performed under this extension is from \_\_\_\_\_ to \_\_\_\_\_.

Please signify agreement to such an extension of said contract by affixing the proper signature as indicated herein under.

FIRST PARTY:

BY: \_\_\_\_\_  
Director, Purchases & Stores

\_\_\_\_\_  
Date

**EASTERN KENTUCKY UNIVERSITY**

Agency

SECOND PARTY:

BY: \_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
Printed Name/ Title

