

Reference #: \_\_\_\_\_

## EMERGENCY PURCHASE FINAL COST AND TERM

Agency/University: \_\_\_\_\_ Division: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Vendor: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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### Final Costs and Term

Final total cost of supplies and services: \_\_\_\_\_ Final total term of contract: \_\_\_\_\_

I am reporting the final costs and term for the referenced emergency contract to the CPO, Auditor General, Procurement Policy Board, and Commission on Equity and Inclusion.

Agency/University  
Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_