OSP Contract # \_\_\_\_\_\_\_\_\_\_\_\_\_

BRCC Contract # \_\_\_\_\_\_\_\_\_\_\_\_\_

Amendment # \_\_\_\_\_\_\_\_\_\_\_\_\_

**Amendment to Agreement between State of Louisiana**  
*Baton Rouge Community College*  
AND

*Contractor's Name*   
*(contractor's address, zip code, & telephone number)*

### Amendment Provisions CHANGE AGREEMENT FROM:

### Specify terms in original contract that are changing due to this amendment. Copy and paste from original contract to ensure exact wording is documented.

**CHANGE AGREEMENT TO:**

Specify new terms.

**AMENDMENT EFFECTIVE DATE:**

This amendment becomes effective mm/dd/yy.

Document whether original contract dates will or will not change.

**AMENDMENT JUSITFICATION:**

Document purpose and justification for amendment.

No amendment shall be valid until it has been executed by all parties and approved. If the original contract was approved by the Director of the Office of State Procurement, Division of Administration then the amendment will also require approval of this office.

This amendment contains or has attached hereto all revised terms and conditions agreed upon by contracting parties. IN WITNESS THEREOF, this amendment is signed and entered into on the date indicated below:

|  |  |  |
| --- | --- | --- |
| **WITNESSES** |  | **BATON ROUGE COMMUNITY COLLEGE** |
|  |  |  |
| Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | **Requested by:** |
|  |  | Name: |
|  |  | Title: |
|  |  | Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
|  |  |  |
|  |  | **Approved by (Department Head / Director):** |
|  |  | Name: |
|  |  | Title: |
|  |  | Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
|  |  |  |
|  |  | **Approved by (Department Vice Chancellor):** |
|  |  | Name: |
|  |  | Title: Vice Chancellor of |
|  |  | Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
|  |  |  |
|  |  | **Approved by Chancellor or Designee:** |
|  |  | Name: |
|  |  | Title: |
|  |  | Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
|  |  |  |
|  |  | **CONTRACTOR** |
|  |  | Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ |