**Corporate & Continuing Education Contract Cover Sheet**

***Date:***

 Contract Approval

Business Specialist:

Client/Vendor Name:

 Purpose of Contract

Provide custom training Partnership arrangement

Other – specify

Comments:

 Benefit to Palm Beach State College (revenue - explain)

Benefit:

Brief description of the training activity:

***Please provide a revenue analysis for the contract, using the attached form.***

 Special Concerns if applicable:

 Deposit funds to:

Cost Center 0194 - CCE Workforce-Training $

Approved/Date:

***Program Manager***

***Date***

Please attach this form, pricing analysis and the contract when forwarding to Beryl Mancuso Mail Station #24.