UNIVERSITY OF HOUSTON

JOB ORDER FORM

This Job Order ("Job Order") is subject to all terms and conditions of the Owner – Contractor Agreement by Project Job Orders between the University of Houston System ("Owner") and ("Contractor") dated (the "Job Order Agreement"). Job Orders become a part of the Job Order Agreement upon execution by both parties and Contractor's satisfaction of Contractor's obligations under ARTICLE 5 of the Job Order Agreement.

Date: _____ Account #: _____

Contract #: _____ Job Order #: _____

Project Name: _____

Location: _____

To: _____

You are hereby directed to perform the services as described below in accordance with your Job Order Proposal dated _____ under the terms and conditions of the Job Order Agreement and at the sole satisfaction and approval of Owner.

SCOPE OF WORK:

COSTS/CHARGES:

Contractor's compensation shall be either:

☐ on an hourly rate of $_____, not to exceed the amount of $_____; or

☐ on a strict not-to-exceed amount of $_____

Contractor will invoice Owner ☐ monthly or ☐ upon completion of this Job Order for unpaid compensation earned. Invoices shall reference Contract #_____ and Job Order #_____. Owner shall promptly process payment to Contractor for each invoice in accordance with Texas Government Code Chapter 2251, it being understood and agreed that Owner has no obligation to pay for Work that is not performed in compliance with the terms, provisions, conditions and requirements of the

Job Order Agreement, this Job Order, and the UGC and SGC (both of which are defined and expressly incorporated in the Job Order Agreement).

SCHEDULE: The Work to be performed under this Job Order shall begin on or before _____ and be completed on or before _____ (the "Project Completion Date"). The Project Completion Date is a material inducement to Owner in the award of this Job Order, and in default of completion of such Work by the Project Completion Date, Contractor shall pay to Owner liquidated damages in the amount of $_____ for each day completion is delayed beyond the Project Completion Date.

Job Order #_____

Previous Total Job Order Amount: $_____

Value of this Job Order: $_____

Job Order Agreement Total: $_____0.00

CONTRACTOR:

Federal Tax ID #:_____

By: _____ Date:_____

Name:

Title:

AUTHORIZED AND ACCEPTED:

University of Houston System

By: _____ Date _____
Name:
Title:
Office:

By: _____ Date _____
Name:
Title:
Office:

By: _____ Date _____
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By: _____ Date _____
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By: _____ Date _____
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By: _____ Date _____
Name:
Title:
Office:

NOTE: When invoicing, please refer to Contract No. _____ and Account No. _____.