



Date:

Contract #: _____

Thank you for selecting the University of Houston Small Business Development Center to support your training requirements. This document confirms our agreement as follows:

Workshop:
Dates & Schedule:
Instructor:
Training Center: UH-SBDC Training Center – 2302 Fannin, Suite 200, Houston, TX 77002
Hand-Outs: (Instructional materials included)
Fee:
Terms:

Please mail this Agreement for Training Services with your approval to Training Center, University of Houston, Small Business Development Center, Houston, TX 77002, at your earliest convenience.

We appreciate your acceptance of this agreement and look forward to serving you. If you have any questions, please contact Training Center at 713-752-8488.

Sincerely yours,

Mike Young, Executive Director
Small Business Development Center

Director of Training
Small Business Development Center

Company/Organization Approval

I agree with the program, structure, and payment as described in the Agreement for Training Services. UH may contact _____ (name) at _____ (telephone) for invoicing questions.

Signature Date
Name: _____
Title: _____

Note: Modification of this Form requires approval of OGC