

Oneida County Contract Tracking Sheet

Contract #	Code	Prior #	<i>Dept #</i>
Vendor	Type:		
Starts on Contract Execution:	☐	Start Date	End Date

Department: _____ **Appropriation Acct(s):** _____ **Revenue Code:** _____ **Contract Amount:** _____

Contact Person:

1) County Attorney			Date	Item Number
Approval as to Form:	YES _____	NO _____	_____	_____
Contract Amount Over \$50,000:	YES _____	NO _____	_____	_____
Board of Legislators Approval Req'd:	YES _____	NO _____	_____	_____
Board of Acquisition and Contract:	YES _____	NO _____	_____	_____
Requires Notary Public:	YES _____	NO _____	_____	_____
Comments:				Date:
				Initials:

2) Budget Director	<i>Comments:</i>	
		Date: Initials:

3) **Final Review County Attorney** **Date:**

Comments: **Initials:**

4) Sent to Board of Legislators (contract to be held in Law Dept.)	Sent Date:	
	Approval Date:	
	Resolution Number:	

Sent to County Executive for Signature Date: