## **CITY ATTORNEY OFFICE - LEGAL REVIEW CHECKLIST**

Name of Agreement:					
Department:  City Manager approval			Contact person:		
			City Commission approval Agenda item #:		
Reviewed by Purchasing	S		Agenda meeting Resolution #:	date:	
Agreement Action:	New	Renewal*	Amendment*	*Renewal: Only change is the agreement tern *Amendment: For changes other than/in addition to term	
Does the Contractor re	equire the (	City to sign	first?:		
For City Attorney Use o	nly:				
Agreement Terms:	•	Com	ments/Specific Prov	ision in Agreement	
Term (Duration of Agr	eement)				
Termination Clause					
Renewal Clause					
Insurance					
Indemnification					
Assignment					
Fiscal Funding Require	ement				
FL. Public Records Pro	vision (201	6)			
Inspector General Pro	vision				
Governing Law					
Venue					
Attorney's fees					
E-verify					
Business Principles:		Com	ments		
Fees: Total Value		Com	illelits		
Fees: Per Fiscal Year					
recor rer risear rear					
Other Issues:		Com	ments		
Non-Negotiable Issues	s/				
Miscellaneous Issues/					
Special Considerations	S				
Consistent with applica	ble policies	including,	but not limited to, Pi	rocurement policies. Yes	
			rney:	<del>-</del>	
		Revie	ewed and approved a	as to form and legal sufficiency only	