**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.