

COMMON TYPES OF CONTRACTS REVIEWED BY RISK MANAGEMENT

Affiliation Agreements

Agriculture Extension

Alumni

Artist Series

Athletics

Bus Testing

Catering

Continuing Education

Donation Agreements for Equipment, Materials or Supplies

Educational Training Agreements (School Systems, etc.)

Entertainment

Exhibition Contracts (Conferences, Tradeshow, etc.)

Facility Usage Agreements

Hotel and Restaurant Agreements

Leases – Vehicles

Office of Physical Plant

Penn State Press

School Contracts (Use of Public/Private School Facilities)

Student Activities

Student Government Associations (Commonwealth Campus)

Study Abroad

Work Study Agreements

WPSU-TV Contracts (Including WPSU-FM and WKPS-FM)

Prior to being reviewed by the Risk Management Office, the following contracts must first be routed to another office for processing.

Advertising contracts submitted to University Relations.

Leases – Buildings submitted to Real Estate Office, OPP.

Leases – Equipment submitted to Office of Procurement Services.

Purchasing submitted to the Office of Procurement Services.

Research/Intellectual Property submitted to the Office of Sponsored Programs.