



TEXAS A&M INTERNATIONAL UNIVERSITY
A Member of The Texas A&M University System

Service Contract Agreement
(Employees)

IT IS HEREBY AGREED THAT I, _____, for the period from _____ to _____, will provide the following services:

It is understood that this contract is for services during the above period and does not represent continuing employment with TAMIU. Contract for services shall not exceed \$ _____.

Signature of Employee **Date** **UIN #**

If this payment is being made to or on behalf of an international employee, an approval email from the Office of Budget, Payroll and Fiscal Analysis regarding visa authorization must be attached.

Dean/Director **Date**

Appropriate V.P. **Date**

Office of Budget, Payroll & Fiscal Analysis **Date**

<p>Required Information</p> <p>Preparer's Name: _____</p> <p>Preparer's Extension: _____</p> <p>Paying Account #: _____</p> <p>Department: _____</p>	<p>SUBMIT TO: Office of Budget, Payroll & Fiscal Analysis Killam Library 435</p> <p>FOR ASSISTANCE: budgetandpayroll@tamiu.edu (956)326-2377</p>	<p>FOR PAYROLL OFFICE USE ONLY</p> <p>Posted: _____</p> <p>Pay Date: _____</p>
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