

# GREAT LAKES UNIVERSITY OF KISUMU

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## CONTRACT

M/S, /Mr/Ms/Mrs/Dr./Prof.....Date .....

Address .....

E-mail .....

Dear .....

### CONTRACT TO PROVIDE SERVICES AT GREAT LAKES UNIVERSITY OF KISUMU (GLUK)

This is to confirm that GLUK has agreed to work with you in the provision of the following services:

.....  
.....  
.....  
.....  
.....  
.....

For the period commencing on..... and ending on..... at a  
honoraria rate of Ksh ..... per ..... (Gross  
amount payable..... Ksh)-in words.....

The total amount payable on this contract shall not exceed Ksh.....  
(in words) .....

Payable by crossed cheque/cash upon successful completion of this assignment and receipt  
is made in accordance with GLUK terms and procedures as outlined in the institute policy  
and procedures.

### AGREEMENT

1. Health and accident insurance is your responsibility, and GLUK shall not be held responsible for any illness that may occur while you are on this contract with us.
2. You will be responsible for the safe keeping and return, in good working condition and order, of all the organization property which may be assigned to you for your use or custody.
3. During the course of your work with us, you will not divulge to any unauthorized person or persona, any of the organization's internal and confidential matters. The confidentiality should also be kept after your work with GLUK ceases.

**I accept the Terms as Stated Above**

<b>NAME:</b> .....	<b>ID No:</b> .....	<b>Sign:</b> .....
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Approved (Finance):..... Sign..... Date .....

Approved (DVC-FDA): ..... Sign..... Date.....

Authorized (VC) or designate: ..... Sign..... Date.....

**NB Duly completed form in duplicate (Original – Accounts; Copy – Service provider)**

**Form 203 (IDM)**