

ATTACHMENT A
SERVICES SCOPE OF WORK
RADFORD UNIVERSITY
INTERNATIONAL AGREEMENT # _____

(Name of Services)

(Date of Services)

The following group-specific booking terms and conditions for _____ apply in addition to the International Agreement # _____:

1. Radford University Department and Contact Information:

2. Radford University Emergency Contact:

3. Radford University Authorized Departmental Representative Contact Information:

4. Contractor Contact Information:

5. Contractor Emergency Contact:

6. Contractor's Guide Contact Information:

7. Senior Representative at Contractor:

8. Destination(s):

- 9. Accommodations:

- 10. Trip Dates:

- 11. Itinerary (including transportation):

- 12. Services Price (U.S. dollars):

- 13. Payment Schedule:

- 14. Cancellation and Refund Policy:

- 15. The University reserves the right to cancel Services at any time with refunds being issued in accordance with the refund and cancellation policy within this Services Scope of Work.

IN WITNESS WHEREOF, the Parties, acting through duly authorized officials, have executed this **Services Scope of Work** to be Effective upon signature by both Parties.

CONTRACTOR:

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

RADFORD UNIVERSITY REQUESTING DEPARTMENT

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

McGLOTHLIN CENTER FOR INTERNATIONAL EDUCATION & ENGAGEMENT

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____