

Exhibit A

Services Order Template

SERVICES ORDER

No. _____
Dated: _____

General Information:

UAB University Relations Contact:
UAB Contact Phone Number and E-mail Address:
School/College/Unit:

Contractor Contact:
Contractor Contact Phone Number and E-mail Address:

Scope of Services:

Project to be performed:

Deliverables to be produced by Contractor:

Timeframe for Performance of Services:

Statement of Commercial Terms:

Project Budget:

Method of Payment for Contractor (Please check one):

- Lump Sum Price for Services of: \$ _____
- Monthly Invoiced Price for Services of: \$ _____
- Per Unit Price for Services of: \$ _____ per _____ (unit, such as hour or page)

Reimbursement for Expenses:

If Contractor is to be separately reimbursed for any expenses, such expenses and the corresponding rate must be set forth below. Expenses for which the parties intend for Contractor to be reimbursed and corresponding rate (if any):

Expenses:

Estimated Services Order Contract Fee:

Special Terms and Conditions: (to be added here if any)

Contractor:

By: _____

Its: _____

Date: _____

**The Board of Trustees of The University of Alabama for The University of Alabama at
Birmingham:**

By: _____

Its: _____

Date: _____