

## Contract Review Form

KLARITI.COM

Project Title:

Project Number:

Document Owner:

### Contract Review Form

Project Name:		Project #:	
Customer:		Contact:	
Contract Criteria	Reviewed By	Action	Date
<b>Documentation</b>  Request for Tender Pre-Contract Documents  Minutes of Meetings Correspondence Additional Information  Functional Specification  Quotation <ul style="list-style-type: none"><li>• Technical Requirements</li><li>• Terms and Conditions</li><li>• Business Approval</li></ul> Project Plan <ul style="list-style-type: none"><li>• Quality Plan</li><li>• Contract Delivery Schedule</li><li>• Sub-Contract Involvement</li></ul> Contract Documents Contractual Liabilities			
Approval:			
Reviewed By: _____		Date: _____	
Approved By: _____		Date: _____	