



January 21, 2016

TO: Texas A&M AgriLife Unit Heads and Business Administrators

SUBJECT: AgriLife Contract Office Form Updates

Please forward to appropriate staff

The Hotel/Facility Use Addendum (AG-126) forms have been updated to include additional mandatory language. Please begin using the new version immediately. The forms are available at <http://agrilifeas.tamu.edu/forms/numerical/>.

The Office of General Council has also asked that we discontinue use of the Outlying Research Use Agreement form (AG-108). The AgriLife Contract office will instead work with OGC on any use of third-party's land by our PIs and OGC will provide either a lease or license upon request to fit each individual case. The AG-108 has been removed from our website.

If you have any questions related to the form changes above please contact Paula Mathers at pmathers@tamu.edu or 979.847.5821.

Texas A&M AgriLife Administrative Services | <http://agrilifeas.tamu.edu/>