



**ADDENDUM TO PERSONAL SERVICES CONTRACT
BETWEEN WAYNE STATE UNIVERSITY
AND _____**

This addendum is hereby incorporated by reference and made a part of the contract between Wayne State University, hereinafter the Client, and _____, hereinafter the Consultant, on Personal Service Contract number _____, project _____.

The contract is modified as follows:

1. The amount of the consulting fee is changed from the amount of \$_____, to an amount not to exceed \$_____.
2. The contract end date has been changed *
From: _____ (mm/dd/yy)
To: _____ (mm/dd/yy).

IN WITNESS WHEREOF, the parties hereto have executed this addendum through their duly authorized officers and representatives as of the date set forth below.

Wayne State University:

Consultant:

Signature Date

Signature Date

Printed Name Title

Printed Name Title

* The only University officers who are authorized to sign for the University are the officers specified in [University Policy 2004-6](#) **Some** of the specified officers are:

Contracts of \$50,000 or more, and in compliance with competitive bidding requirements.	Associate Provost; Associate Vice President, Dean or above of the respective Division.
For contracts less than \$50,000.	The contracting unit dean or director.

*** Note:** Prior to the issuance of an Addendum to extend a time period, the Department must complete a new PSC Checklist and have it approved by the appropriate HR Consultant. The approved checklist must be submitted with the proposed Personal Services Contract Addendum and associated Purchase Requisition via Wayne BUY for processing by Procurement and Strategic Sourcing