

CONTRACT APPROVAL

This document describes the legal review requirements for contracts intending to bind the university, the required reviews by the initiating departments, and outlines the signature authorities for contracts within the university.

Only authorized university signatories have the authority to sign contracts on behalf of the university. Individuals who do not have authority to sign contracts but who proceed to do so, in violation of this policy, may be held personally responsible for the performance, financial, and other legal obligations contained in those contracts.

For more information please see the complete Policy on Contract Approval (<https://wit.edu/about/policies/contract-approval/>).