

**VIRGINIA MILITARY INSTITUTE**  
Lexington, Virginia 24450

Procurement Services  
Phone 540-464-7323  
Fax 540-464-7669

**CONTRACT RENEWAL NOTICE**

**DATE:** \_\_\_\_\_  
**CONTRACT TITLE:** \_\_\_\_\_  
**CONTRACT NUMBER:** \_\_\_\_\_

**RENEWAL PERIOD:** \_\_\_\_\_ **REMAINING RENEWALS:** \_\_\_\_\_

<b>ISSUED BY:</b>	Virginia Military Institute	<b>BUYER:</b>	_____
	Procurement Services	<b>PHONE:</b>	_____
	314 Smith Hall	<b>FAX:</b>	_____
	Lexington, VA 24450	<b>EMAIL:</b>	_____

<b>CONTRACTOR:</b>	_____	<b>CONTACT:</b>	_____
	_____	<b>PHONE:</b>	_____
	_____	<b>FAX:</b>	_____
	_____	<b>EMAIL:</b>	_____

**FEI #:** \_\_\_\_\_

In accordance with the original contract, all terms, conditions, pricing and specifications remain intact. Any agreed upon Changes and/or Modifications are attached if applicable and hereby incorporated herein.

**CONTRACTOR:**  
**Signature:** \_\_\_\_\_  
**Printed Name:** \_\_\_\_\_  
**Date:** 7-1-2025 \_\_\_\_\_

**BUYER:**  
**Signature:** \_\_\_\_\_  
**Printed Name:** \_\_\_\_\_  
**Date:** \_\_\_\_\_