

## License Agreement Instructions

Print the License Agreement, and complete the following sections:

**Introductory Paragraph.** On the first line provided, write the full name of the vendor. If the vendor is providing services under an entity name, write the full legal name of the entity. If the vendor is doing business as an individual, write the individual's name. On the second line provided, write the vendor's state of organization and entity type, or state that the vendor is an individual. For example, as follows: Vendor Services, LLC, a Utah limited liability company, or John Smith, an individual.

**Effective Date and Signature.** On the last page of the agreement, on the line provided for the effective date, write the day, month, and year that the vendor signs the agreement. Under the LICENSEE portion of the signature block, on the first line provided, write the full name of the vendor, for example, Vendor Services, LLC, or, if the vendor is an individual, John Smith. On the line following "by" the President of the vendor, or if the vendor is an individual, the vendor, should sign the agreement in his or her own name. On the line below, the signer should print his/her name.

**Schedule A.** Under the Licensee's Contract Administrator section of Schedule A, provide the contact information the person who will be responsible for arranging all meetings, visits, and consultations between vendor and WFR, and will also be responsible for sending and receiving notices, demands, and other materials and items related to the agreement. Under the Licensee's Technical Contact section, provide the contact information for vendor's personnel who will be responsible for all technical issues arising under the agreement, including related to the database and software.