
From

For

Service
Provider

Authorization Terms and Conditions

1. You are authorized to provide only the services and goods described on the attached quote.
2. **No changes to the plan or specifications are allowed without prior approval from the Assistive Technology Partnership.**
3. You will coordinate the construction/installation schedule with the individual named.
4. You must notify the Assistive Technology Partnership of any problems with the condition of the equipment, the vehicle, or the home that could affect the installation of modifications prior to starting any work. If prior notification is not given to ATP, it may be assumed that any damage is attributable to the installation, unless otherwise documented.
5. You will accept payment from the funding sources as stated on this Service Authorization as payment in full for the goods or services authorized and will not bill, nor accept payment from, any other party in whole or in part for the goods or services unless this is specifically stated on the authorization.
6. You will keep confidential any individual information provided to you in the course of providing authorized services or goods and will release it to other parties only in accordance with applicable federal law, state law, and related regulations.
7. The contractor is responsible for obtaining all permits and inspections for all work related to this project. Permit fees were to be included in your quote. All required permits must be obtained prior to the start of the construction. Failure to obtain the required permits will result in revocation of the service authorization, and no payment will be made until required permits have been obtained and copies provided to ATP. If no permits are required, a signed statement to that effect should be provided at the time of billing.
8. This Service Authorization may be canceled by either party with notice to the other party. Settlement for such cancellation shall be based upon the percentage of goods provided or work services satisfactorily completed by the service provider.
9. You as the contractor shall warranty defects in workmanship and material/product quality for a minimum of one year. Warranties do not cover consumer misuse.

Services to be provided:

Service Authorization-continued

Date _____

Consumer

ATP Representative _____

Invoice for Service Provider to return and complete

If no other invoice is submitted, this section MUST show an itemized list of goods/services provided and accompanying charges.

Bid #

Service Date	Service Description	Amount
		\$
		\$
		\$

Total Invoice Amount \$

Required
signature of
person preparing
invoice

Federal Employer Tax ID#

Date