



PROFESSIONAL SERVICES WORK ORDER

This work order is issued prior to beginning an engagement, and subsequently issuing a purchase order, to ensure that the region/operation center/school/office and the Center for Educational Innovation are in agreement as to the terms of the purchase. Work for the project will not begin unless the Professional Services Work Order is signed by both parties.

Vendor CEI-PEA EIN# 13-4113613
Address 28 W 44 Street, Suite 300 NYC NY 10036
Contact Linda White
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E-Mail LWhite@thecei-pea.org

Date Issued: _____
District/School _____
Address: _____
Project Description: _____ _____
Period of Service: _____

I hereby certify that the attached scope of work accurately and completely describes the work to be formed.

Signature: Center for Educational Innovation Date

Signature: Principal/District Superintendent or designee Date

.....**FOR CEI FINANCE OFFICE USE ONLY**.....

Purchase Order Number _____ Amount _____

Location Code: _____

Date Issued: _____ Contract# _____

