

Southern University and A&M College  
Purchasing Department  
**AMENDMENT TO PROFESSIONAL SERVICES CONTRACT**

Amendment Number \_\_\_\_\_ Purchase Order Number \_\_\_\_\_

Professional Services Contract Number \_\_\_\_\_  
(number is located on the purchase order)

Department \_\_\_\_\_

Requestor \_\_\_\_\_

Contractor's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

Previous Contract Amount \_\_\_\_\_

*If required:*

Revised Contract Amount \_\_\_\_\_

Change Contract From:

Change Contract To:

Reason for contract amendment:

Contractor's Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Contractor's Title \_\_\_\_\_

Southern University Approval: \_\_\_\_\_

*President or Chancellor Signature Required*

Title: \_\_\_\_\_

Date \_\_\_\_\_

*This amendment is not valid unless executed by both parties.  
The requesting department will send the amendment to the Contractor for signature. The Purchasing Department will send the amendment to the President or the Chancellor for signature/approval.*