**ACCOMPANYING FORM TO CONTRACT**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. Seriál number of contract: S** ……………………. | | | | Assigned by: Alena Holotíková | | | | |
|  |  | | | |
| **2. Party/Parties to the contract (other than FSV UK):**  Name: …………………….  Residence or Place of Business: …………………….  IČ: ……………………. DIČ: ……………………. | | | | **3. Subject matter of the contract:**  ……………………………………. | | | | |
| **4. Professional contract gaurantor (submitter):** | | | | | | | | |
| *FSV Cost Center:* ……………………. *Name of Employee:* ……………………. | | | | | | | | |
| **5. Kind of agreement:** ……………………. | | | | **Is contract registered?\*** ☐YES / ☐ NO | | | | |
| **6. The Faculty of Social Sciences is the following kind of party to the contract:**  ☐ Purchaser ☐ Supplier | | | | | | | | |
| **7. Price without VAT:** ……………………. **Source of financing within FSV:** …………………….  *(i.e. Cost Center number; provide if FSV is the purchaser)*  **Price with VAT:** ……………………. | | | | | | | | |
| **8. Value of completed contract without VAT:** …………………….  **Value of completed contract with VAT:** …………………….  *Provide if the contract does not state a price but its value can be determined;*  *or if the value of the contract is greater than the price stated therein.* | | | | | | | | |
| **9. Date the contract was executed:** …………………….  **Date of termination of contractual relations:** ……………………. | | | | | | | | |
| *For contracts for an indefinite time state the length of the notice period required for termination.* | | | | | | | | |
| **10. Justification for performance in terms of necessity, effectiveness, and usefulness:**  ……………………. | | | | | | | | |
| **11. Archiving of the contract at FSV:** | | | | | | | | |
| First original + original control sheet + report of publication of the contract: Economic Department:  ………………………………………………………………………………………………………..  Second original + copy of control sheet: ……………………………………………………………. | | | | | | | | |
| **12. Approval of execution of the proposed contract: \*\*** | | | | | | | | |
|  |  |  | **Name, center (in capital letters)** |  | | **Date** |  | **Signature** |
|  | Submitter: |  | ……………………. | | | ………………. |  | |
|  | Transactor of operation: |  | ……………………. | | | ………………. |  | |
|  | Budget Administrator: |  | ……………………. | | | ………………. |  | |
|  | Head of the Economic Department: |  | Bc. Hana Pokorná, DiS | | | ………………. |  | |
|  | Attorney: |  | ……………………. | | | ………………. |  | |
|  | Secretary: |  | Ing. Ondřej Blažek | | | ………………. |  | |
| **13. Attachments:** ……………………. | | | | | | | | |

\* Check the appropriate box.

\*\* Please provide any remarks on the back of this form or on an attached separate sheet.