IAA Number			<u>- 0000 -</u>		
_	GT&C	#	Order#	Amendment/Mod #	

DEPARTMENT AND/OR AGENCY						
1.		Requesting Agency of Products/Services	Servicing Agency Providing Products/Services			
	Name					
	Address					
2. Service	cing Agency	Agreement Tracking Number (Optional)				
3. Assist	3. Assisted Acquisition Agreement Yes No					
<ul> <li>4. GT&amp;C Action (Check action being taken)         New         Amendment — Complete only the GT&amp;C blocks being changed and explain the changes being made.     </li> <li>Cancellation — Provide a brief explanation for the IAA cancellation and complete the effective End Date.</li> </ul>						
5. Agreement Period Start Date End Date of IAA or effective cancellation date MM-DD-YYYY						
6. Recurring Agreement (Check One) A Recurring Agreement will continue, unless a notice to discontinue is received.  Yes If Yes, is this an: Annual Renewal Other Renewal State the other renewal period:  No						
7. Agreement Type (Check One) Single Order IAA Multiple Order IAA						
8. Are Advance Payments Allowed for this IAA (Check One) Yes No If Yes is checked, enter Requesting Agency's Statutory Authority Title and Citation  Note: Specific advance amounts will be captured on each related Order.						

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9. Estimated Agreement Amount (The Servicing Agency completes all information for the estimated agreement amount.)					
(Optional for Assisted Acquisitions)					
Provide a general explanation of the Overhead Fees & Charges					
Direct Cost					
Overhead Fees & Charges					
Total Estimated Amount					
10. STATUTORY AUTHORITY					
a. Requesting Agency's Authority (Check One) Franchise Revolving Working Economy Act Other Fund Fund Capital Fund (31 U.S.C. 1535/FAR 17.5) Authority					
Fill in Statutory Authority Title and Citation for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority					
b. Servicing Agency's Authority (Check One) Franchise Revolving Working Economy Act Other Fund Fund Capital Fund (31 U.S.C. 1535/FAR 17.5) Authority					
rund rund Capital rund (51 U.S.C. 1353/FAR 17.5) Authority					
Fill in Statutory Authority Title and Citation for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority					
11. Requesting Agency's Scope (State and/or list attachments that support Requesting Agency's Scope.)					
12. Roles & Responsibilities for the Requesting Agency and Servicing Agency (State and/or list attachments for the roles and responsibilities for the Requesting Agency and the Servicing Agency.)					

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13. Restrictions (Optional) (State and/or attach unique requirements and/or mission specific restrictions specific to this IAA).
14. Assisted Acquisition Small Business Credit Clause (The Servicing Agency will allocate the socio-economic credit to the Requesting Agency for any contract actions it has executed on behalf of the Requesting Agency.)
<b>15. Disputes:</b> Disputes related to this IAA shall be resolved in accordance with instructions provided in the Treasury Financial Manual (TFM) Volume I, Part 2, Chapter 4700, Appendix 10; Intragovernmental Business Rules.
<b>16. Termination</b> (Insert the number of days that this IAA may be terminated by written notice by either the Requesting or Servicing Agency.)
If this agreement is canceled, any implementing contract/order may also be canceled. If the IAA is terminated, the agencies shall agree to the terms of the termination, including costs attributable to each party and the disposition of awarded and pending actions.
If the Servicing Agency incurs costs due to the Requesting Agency's failure to give the requisite notice of its intent to terminate the IAA, the Requesting Agency shall pay any actual costs incurred by the Servicing Agency as a result of the delay in notification, provided such costs are directly attributable to the failure to give notice.
17. Assisted Acquisition Agreements – Requesting Agency's Organizations Authorized To Request Acquisition Assistance for this IAA. (State or attach a list of Requesting Agency's organizations authorized to request acquisition assistance for this IAA.)
18. Assisted Acquisition Agreements – Servicing Agency's Organizations authorized to Provide Acquisition Assistance for this IAA. (State or attach a list of Servicing Agency's organizations authorized to provide acquisition for this IAA.)
19. Requesting Agency Clause(s) (Optional) (State and/or attach any additional Requesting Agency clauses.)

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20. Servicing	; Agency Clause(s)	) (Optional) (	State and/or attach any ad	lditional Servicing Agency clauses.)	
21. Additional Requesting Agency and/or Servicing Agency Attachments (Optional) (State and/or attach any additional Requesting Agency and/or Servicing Agency attachments.)					
22. Annual R	eview of IAA				
			annually review the IAA Γ&C and/or modification	if the agreement period exceeds one year. Appropriate to any affected Order(s).	
to sign this agr stated statutory	reement. Each Agent authorities, and, t	ncy Official in the scope	nust ensure that the gener of work can be fulfilled p	s designated by the Requesting Agency and Servicing Agency al terms and conditions are properly defined, including the per the agreement.	
The Agreemen	t Period Start Date	(Block 5) m	ust be the same as or later	than the signature dates.	
Actual work for Blocks 37 a		OT begin unt	il an Order has been signe	d by the appropriate individuals, as stated in the Instructions	
23.	Requesting A	Agency		Servicing Agency	
Name					
Title					
Telephone					
Number(s)					
Fax Number					
Email Address					
SIGNATURE	,				
Approval Date	;				