_____
Case Number

FEDERAL MEDIATION AND CONCILIATION SERVICE
INTERAGENCY AGREEMENT FOR REIMBURSABLE SERVICES

The purpose of this agreement is to provide reimbursement of costs incurred by the Federal Mediation and Conciliation Service in providing requested services. Costs include, but are not limited to, salaries and benefits, travel and subsistence, and material expenses related to this project.

AGENCY: _____

SERVICE DELIVERY ADDRESS: _____

_____

DATE(S) OF SERVICE DELIVERY: _____

ESTIMATED COSTS

TRAVEL: _____

PER DIEM: _____

PROFESSIONAL TIME (INCLUDES PREPARATION, TRAVEL, AND DELIVERY):

( ) HOURS X ($ 70.00) PER HOUR: _____

OTHER EXPENSES (PRINTING, SUPPLIES, ETC.): _____

TOTAL ESTIMATED COST: _____

*IF ACTUAL COSTS EXCEED ESTIMATE, THIS AGREEMENT SHALL BE SO AMENDED.

Description of Service:

Mediator(s) Assigned: _____ Phone: _____
Customer Contact: _____ Phone: _____

METHOD OF PAYMENT: FEDERAL OPAC:_____ INVOICE: _____ Credit Card: _____

OFFICIAL RESPONSIBLE FOR BILLING

NAME: _____

ADDRESS: _____

PHONE: _____

AGENCY LOCATION CODE (SPECIFIC NUMBER): _____

VISA OR MASTER CARD NUMBER AND EXPIRATION DATE: _____

APPROVED BY:

FMCS: _____ AGENCY: _____

SIGNATURE DATE SIGNATURE DATE

_____ _____

TITLE PHONE TITLE PHONE

_____ _____

ADDRESS ADDRESS