

(Optional) Ag Ctr No: _____

AES Site/Center: _____

**The University of Arizona
Arizona Experiment Station
SERVICES AGREEMENT ¹**

Accession No² _____

Directions: Project Leader completes, signs, then emails to AES Business Office. AES Business Office will obtain remaining signatures and provide to melissalgomez@email.arizona.edu for Accession number. Please contact AES Business Office if there are any questions.

DEPARTMENT(s): _____

PROJECT TITLE³: _____

BRIEF DESCRIPTION:
(Objectives)

PERSONNEL: (name / email / phone)

- Professional(s)**
1. _____
 2. _____
 3. _____

- Technician(s)**
1. _____
 2. _____
 3. _____

BIOSAFETY OR OTHER REQUIRED PERMITS / LICENSES: YES _____ NO _____ (If yes, provide attachments.)

FUNDING: _____ **Project** _____ **Other** _____ **Account:** _____ **Amount:** _____
N/A if NO account number is required.

LOCATION: _____ **Acres** _____ **Field** _____ **Borders** _____ **Bench** _____ **Greenhouse** _____

START DATE: _____ **APPROX. COMPLETION DATE:** _____
MO/DAY/YEAR MO/DAY/YEAR

PROCEDURE/MATERIALS: (Give details, including experimental design. Include additional pages, if needed.) **Continue on next page if necessary.**

- ¹ Agreement must be completed in full and signed annually before work can be initiated.
- ² Assigned by the Dean's Office.
- ³ Must correspond to approved project, demonstration, or teaching plan on file in Dean's Office. Project account must be listed; if not, a revenue or gift account is required. Home department can make changes when the project account becomes active. Payment will initiate in 24 hours.

APPROVALS:

*(If routing electronically, add
Melissa Gomez after
Director/AZ Experiment
Stations.)*

| | | | |
|---------------------------|-------|---------------------------------------|-------|
| _____ | _____ | _____ | _____ |
| Project Leader | Date | PI Business Office | Date |
| _____ | _____ | _____ | _____ |
| Ag Center Business Office | Date | Ag Center Director | Date |
| _____ | _____ | _____ | _____ |
| Director/AES | Date | Greenhouse Supervisor (if applicable) | Date |

PLEASE COMPLETE PRODUCTION RESPONSIBILITY ON NEXT PAGE.

PLEASE COMPLETE CROP PRODUCTION RESPONSIBILITY SECTION BELOW

CROP PRODUCTION RESPONSIBILITY

*PI will be responsible for any additional acre cost if trials extend beyond contract date. PI will be responsible for returning field to original condition. Requests outside of standard farm practices will be invoiced separately.

For Service Agreements, please check off the following below:

| PROCEDURES | REMARKS | RESPONSIBILITY | | |
|-------------|---------------------|----------------|-----------|-----|
| | | PROJECT LEADER | Ag Center | N/A |
| FIELD PREP | Land Prep _____ | | | |
| | Planting _____ | | | |
| | Seed Cost _____ | | | |
| | Cultivations _____ | | | |
| | Custom Labor _____ | | | |
| | Harvest _____ | | | |
| IRRIGATIONS | Sprinklers _____ | | | |
| | Custom Labor _____ | | | |
| | Water Cost _____ | | | |
| CHEMICALS | Fertilizers _____ | | | |
| | Insecticides _____ | | | |
| | Herbicides _____ | | | |
| | Fungicides _____ | | | |
| HARVEST | Equipment _____ | | | |
| | Custom Labor _____ | | | |
| OTHER | Project Setup _____ | | | |
| | Pest Control _____ | | | |
| | Weed Control _____ | | | |

Additional Information

For Greenhouse Service Agreements (Initial Here) _____

- 1. The Greenhouse Service Agreement is for facility space and maintenance services provided.**
- 2. Please contact Arturo Baez at abaez@arizona.edu or Business Office, 520-621-3246, when you no longer need a greenhouse facility; otherwise, charges will still occur.**
- 3. Rates may increase January 1, 2023 due to rate study.**

Ag Center Manager

Project Leader