Date: MM/DD/YYYY

For reference

**Specifications [Goods]**

1. Project name
2. Specifications (product name / manufacturer / model number / quantity)

　　□ Attached separately

1. Delivery deadline

　　　　MM/DD/YYYY

1. Place of delivery / delivery method

1. Acceptance inspection

Acceptance shall be based on an inspection by the University after delivery.

1. Payment terms

　Payable at the end of the following month of acceptance inspection, with the closing date on the 20th of each month

1. Department and person in charge
2. Others / notes

- After the installation is completed, the operation shall be checked and instructions for the operation shall be provided.

- Warranty: the goods in question shall be replaced or repaired free of charge for a period of one year from the date of acceptance inspection if any deterioration in the quality or performance of the goods or any damage to the goods is identified; provided, however, that this warranty shall not apply if the cause of the deterioration or damage is other than the quality of the goods.

- In addition to taking the utmost care not to deface or damage the building, facilities, or equipment intentionally or negligently, the goods shall be delivered after curing it at your own expense as necessary.

**■ Please add or delete items according to your project.**