

## Notice of Participation

Please note: This form is intended for NSW Councils only.

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This Notice of Participation instructs all LGP approved contractors named on the LGP panel contract to process all purchases/engagements by the organisation named below for those goods and/or services as contracted for by the contractor, under the LGP contract named below.

This instruction is valid for the term of the LGP contract named below or until otherwise directed by the named LGP Customer (council/organisation).

The approved contractor understands that the LGP contract number may not appear on all of the council/organisation's purchase order(s) (or equivalent). Regardless, the order(s) must be processed under the LGP contract.

The approved contractor understands that this covers all purchases/engagements made by the council/organisation for those said goods and/or services no matter which procurement process is adopted by the council/organisation.

The approved contractor understands that these orders are subject to the Terms and Conditions included in Schedule D of the LGP Standing Offer Deed.

Please fill in the information below:

<b>LGP Contract No.</b>	
<b>LGP Contract Name</b>	

<b>Council / Organisation</b>	
<b>Contact Name</b>	
<b>Phone</b>	
<b>Email</b>	

<b>Authorising Officer Name</b>	
<b>Title</b>	
<b>Date</b>	
<b>Signature</b>	

Once completed, please forward a copy of this document to [operations@lgp.org.au](mailto:operations@lgp.org.au)