INSERT DATE

INSERT NAME OF COLLECTION AGENCY
AND ADDRESS

RE: RENEWAL OF CONTRACT FOR COLLECTION OF ACCOUNTS

Dear INSERT NAME OF CONTACT PERSON FOR COLLECTION AGENCY:

This letter constitutes an offer of renewal of the Contract for Collection of Accounts originally dated INSERT DATE, for the period of INSERT DATE through INSERT DATE, between INSERT NAME OF COLLECTION AGENCY and INSERT NAME OF UNIVERSITY (the “Contract”). Pursuant to Section I of the Contract, INSERT NAME OF UNIVERSITY desires to exercise the five-year renewal option. Unless otherwise terminated prior to, the renewal term of the Contract shall be for the period of INSERT DATE through INSERT DATE. All terms, conditions and provisions of the original contract shall remain the same and apply during the renewal period. This extension shall become part of the original contract documents.

To accept the renewal option, please sign below and return to me at INSERT EMAIL ADDRESS.

Sincerely,

INSERT NAME OF UNIVERSITY

INSERT NAME
INSERT TITLE
INSERT NAME OF COLLECTION AGENCY agrees to extend the current agreement, Contract for Collection of Accounts, for the period of INSERT DATE through INSERT DATE, 2022.

Receipt of this extension is acknowledged and submitted this ______ day of __________, INSERT YEAR.

INSERT NAME OF COLLECTION AGENCY

By: ____________________________________
    Name: ___________________________
    Title:

NOTE: COLLECTOR SHOULD NOT EXECUTE THIS CONTRACT PRIOR TO ATTORNEY GENERAL APPROVAL BELOW. SHOULD THE ATTORNEY GENERAL FAIL TO GIVE SUCH APPROVAL, THIS CONTRACT WILL BE NULL AND VOID.

APPROVED AS TO FORM:

Office of General Counsel
The Texas A&M University System

By: ________________________________
    Julie Masek
    Assistant General Counsel

Date: _________________

APPROVED AS TO FORM:

Office of the Attorney General
The State of Texas

By: ________________________________
    Ronald Del Vento
    Chief, Bankruptcy & Collections Division

Date: _________________