

## **OVR 9 Agreement for Services Instructions**

**Purpose:** The Agreement for Services form is used to provide transportation services to consumers from their home counties to a facility and return each day.

**Party of the Second Part:** Enter the entity who will be providing the transportation services to the consumer.

**Services:** Enter in detail that services that will be provided to the consumer by the part of the second part.

**Beginning:** Enter the date in which the service(s) will begin.

**Through:** Enter the date in which the service(s) will end.

**OVR Agrees to Pay:** Enter the amount Vocational Rehabilitation agrees to pay per month for the services listed in the service section.

**Administrator Signature and Date:** The Branch Manager will need to sign and date the form after all necessary information has been provided.

**Party of the Second Part:** The representative for the party of the second part will need to sign and date the form after all necessary information has been provided.

**Distribution:** Once all necessary information has been provided, appropriate signatures and dates are in place, the original version of this form will be placed in the case file. One copy of this form will be provided to the party of the second part.