

**APPROVAL TO EXPEDITE CONTRACT**

*This form is to be uploaded into Workday as part of the Contract Backup Forms*

Date: \_\_\_\_\_  
PM Name: \_\_\_\_\_  
Project AIM Number: \_\_\_\_\_  
Name of Project: \_\_\_\_\_  
Dollar Value of Contract: \_\_\_\_\_  
Contractor or Consultant Name: \_\_\_\_\_  
Customer Name + Department: \_\_\_\_\_

Explanation for Urgency:

Approved to Expedite (Direct Manager): \_\_\_\_\_