



Office of Procurement Services

912 West Grace Street, 5th floor
Box 980327
Richmond, Virginia 23298

Phone: 824-828-1077
Fax: 804-828-7873
procurement_services@vcu.edu
procurement.vcu.edu

Informational Contracts and Legal Agreements Video:

The VCU Office of Procurement Services, with the assistance of University Counsel, has produced an informational video covering the basics of contracts at VCU. This resource is intended for VCU staff and faculty members as a way to gain an awareness of the basics of procurement contracts at VCU. This video is provided through VCU's Kaltura media account, which is available to all VCU employees.

- [Access the Contracts and Legal Agreements Informational Video at Kaltura here.](#)

Additionally, a document is provided as a companion resource that details examples of common issues, conflicts of interest, and contractual concerns presented in the video. This document will help viewers further their understanding of the content presented and gain a broader perspective of contract and legal agreements at VCU.

- [The Issue Spotting document can be accessed both from the “attachment” section of the above linked video or as a separate document here.](#)

We would like to thank Elizabeth Brooks of VCU's Office of University Counsel for providing this valuable training.

Please call Procurement Services at 828-1077 with any questions. Thank you!