

Termination Worksheet

1. Prime/Subcontractor Name:

2. T/C or T/D:

3. Customer/Agency:

4. Contract Name:

5. Contracting Officer Name and Phone #:

6. Type of Contract:

7. Area of Involvement:

8. Contract Award Date:

9. Contract Termination Date:

10. Value:

11. Reason

Instructions
Termination Worksheet

The offeror is reminded that supplemental information is limited to one additional page face.

1. Prime/Subcontractor Name: Name of the Prime or Subcontractor that this termination applies to
2. T/C or T/D: Indicate whether this termination was for Convenience or Default. If it reverted to a T/C after being a T/D, please note this in the narrative section 11, "Reason:"
3. Customer/Agency: Name of the Customer or Agency that was involved in the T/C or T/D.
4. Contract Name: May be system name or title of contract
5. Contract Officer Name & Phone Number: Government or commercial procurement contracting officer or official for this activity
6. Type of Contract: Examples: Cost Plus Award Fee, Fixed Price, etc.
7. Area of Involvement: Examples: System Engineering, System Architecture, etc.
8. Contract Award Date: Date the contract was awarded to the Prime/Subcontractor
9. Contract Termination Date: Date the contract was terminated
10. Value: Value of the contract at date of contract award
11. Reason: Explanation regarding the termination