



CONTRACT EXTENSION LETTER

Date: November 19, 2024
Contract #: UCPJMU5710
Service: Automotive Body Repair Services
Extension Period: Extension period shall be from 12/2/2024 through 12/31/2024
Issued By: James Madison University
Terri Wuenschel, Buyer Specialist Ph: 540-568-7209
Fx: 540-568-7935
Contractor: Top Gun Auto Body, LLC.
504 Shenandoah Avenue
Elkton, Virginia 22827 Ph: 540-298-1819
Contract Administrator: Bennie Wheelbarger, Facilities Management

Description of Extension Notice:

In accordance with the Commonwealth of Virginia Purchasing Manual for Institutions of Higher Education and Their Vendors all terms, conditions, and specifications of the original contract remain the same during the contract extension period, along with any modifications that may have been incorporated up to this point. The contract pricing for this extension period will remain the same.

All invoices shall be submitted within sixty days of contract renewal term expiration as well as for each subsequent contract renewal period. Any invoices submitted after the sixty day period will not be processed for payment.

Return one executed extension notice to my attention within ten days.

Top Gun Auto Body, LLC.

By: 

Name (print)

Owner

Title

11/19/24
Date Signed

James Madison University

By: 

Terri Wuenschel,

Name (print)

Buyer Specialist

Title

11/19/24
Date Signed