



Intra-Governmental Agreement Completion Report

(NOTE: An IAA bi-lateral modification is required from both agencies the Buyer to de-obligate unused authority if the agreement is still in effect.)

Intra-Governmental Agreement Buyer #:	
Seller Account Data:	

<i>To be certified by the Program Office:</i>			
Final Amount Obligated by Buyer, all Fiscal Years:			
All requested good and or services have been provided to the Buyer as of (date):			
All costs incurred have been recorded to the project account, including all payroll, vehicle, purchase card, and procurement charges.			
Final project amount:		Unused authority:	
Seller Technical Point of Contact Information:			
Name:			
Title:			
Phone Number:		Date:	

Please forward to the Seller's budget office or representative.

<i>To be certified by the Seller's Budget Office Representative:</i>			
There are no outstanding obligations or commitments on this project.			
The Servicing Agency has billed all expenditures and received payment.			
Final billed amount:			
<i>(NOTE: No additional costs may be incurred after final notification to the Buying agency.)</i>			
Seller Budget Representative Name:			
Phone Number:		Date:	

After completion of this form, provide a copy to the administrative contacts for both the Buyer and Seller.