State of Kansas
Department of Administration
Division of Accounts and Reports
DA - 47 (Rev. 04-09)

REAL ESTATE LEASE COVER SHEET

Agency No.	Div. No.	Current Doc. No.

Document Date: Effective Date:

Agy Contract No.

Vendor Information		Contracting Agency Name & Address
No/Sfx		
Name		
Street		
City,State & Zip		

Sfx	T/C	Ref. Doc.	Sfx	M	Fund	BFY	Index	PCA	Sub-obj	Det	R	Amount	Agency Use
												Document Total $	

LEASE TYPE:

- New Lease
- Amended Lease Terms
- Re-encumber Previously Approved Lease

PRIOR DOC. NO.

LEASE DESCRIPTION:

PAYMENT SCHEDULE:

Total Lease Commitment Amount $

Lease Beginning Date: Lease Ending Date:

Payment Frequency:

payment(s) of due

payment(s) of due

APPROVALS:

Director of Facilities Management Date

Director of Accounts and Reports Date

Approved as to form and execution:

Dept. of Admin. Att. or Att. Gen. Date

Secretary of Administration Date

This contract was prepared and executed at my direction with full knowledge of the obligations incurred.

Agency Authorized Signature Date

An Equal Opportunity Employer

Lessor Copy