



UNIVERSITY OF MASSACHUSETTS DARTMOUTH PROCUREMENT MANUAL

8.5 - Rental and Lease of Space

COMMODITY(s): Rental, License and Lease of Space

DOLLAR LIMITS: Approval required for all

APPROVALS: As applicable, Chancellor, Office of Campus Master Planning & Capital Projects, Procurement, DCAMM, University Legal Counsel

PROCESS/INFO: Contact Procurement

REQUISITIONS: All requisitions must be entered following completion of a signed rental, license or lease agreement and must reference the appropriate contract number.

ACCOUNT & COMMODITY CODE(S)

Account Code	Commodity Code	Description
754100	Lease/Rental-Space or Property	Space Rental - For the costs of rental of buildings, office space, land and garages. Use this for long-term (over 30 days) rentals only. For short-term/daily space rental use 735902 .