



Our Reference : UTVSB/CS/P.2021  
Date :

Chief Executive Officer (CEO)  
UiTM TechnoVenture Sdn Bhd (UTVSB)  
Ground Floor, UiTM-MTDC Technopreneur Centre  
40450 UiTM Shah Alam.

YBhg Professor/Sir/Madam,

**NOTIFICATION OF CONSULTANCY WORK**

<b>TITLE</b>	
<b>DURATION</b>	
<b>VALUE (RM)</b>	
<b>CLIENT</b>	

This is to inform that I have been offered a consultancy project as per the details above and I hereby agree to the following terms and conditions:

1. To deliver the above project successfully as per the memorandum of agreement or term of reference.
2. To serve all my duties and responsibilities towards UiTM.
3. To comply to all rules and regulations set by UiTM and UiTM TechnoVenture Sdn Bhd

.....  
 NAME:  
 STAFF ID:  
 IC NO:  
 FACULTY/DEPARTMENT/CAMPUS:

**DEPARTMENT APPROVAL:**

I hereby approve/disapprove the above staff involvement in the stated project throughout the project duration.

.....  
 DEAN'S/HOD NAME:  
 OFFICIAL STAMP:

Note:

1. Every team member needs to fill up this document and get the approval from the HOD.
2. Please upload this document.