

18. OPTNLTR

IN REPLY

REFER TO: Contract # _____
Notification of Intent to Exercise Option
For (Brief Description Title) _____

Dear _____ ;

The purpose of this letter is to notify you of the Government's intent to exercise Option _____.

This notification **DOES NOT** commit the Government to exercise the pre-priced option nor does it in any manner obligate Government funds against the subject contract.

If the option is exercised by the Government, it will be accomplished via a unilateral modification. The modification will specifically identify the new contract period of performance, contract amount and any other special considerations.

If you have any questions please contact _____ at _____.

Sincerely,

Contracting Officer
_____ Branch

revised: 11/03/2000
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