



Memorandum of Understanding – Loaning of Space

**Primary
Organization/Department**

**Secondary
Organization/Department**

The purpose of this document is to define the terms of the temporary Loaning of space to the College/Department.

Building(s)/Room(s)	
Start Date	
End Date	

Review Date (If Applicable): _____

Prepared By: _____ **Date:** _____

**Secondary Department
Head/Dean:** _____ **Date:** _____

**Primary Department
Head/Dean:** _____ **Date:** _____

Texas Tech University CFO: _____ **Date:** _____