

**Attachment 1**

AMENDMENT NO. \_\_\_ TO THE CONTRACT BETWEEN  
[PARTY NO. 1] AND [PARTY NO. 2], ENTERED INTO [DATE]

[Name of Law Enforcement Agency] and [Party No. 2](), upon notification and pursuant to Paragraph/Section No. \_\_\_ [the amendment clause of the original contract] of that certain contract entered into by these parties on [date][and entitled " \_\_\_ "], hereby amend and revise the contract to include the following:

1. Access to and use of criminal history record information and other sensitive information maintained in [state and] FBI-managed criminal justice information systems by [private party] are subject to the following restrictions:

- a.
- b.
- c.

and

d. The Security Addendum appended hereto, which is incorporated by reference and made a part thereof as if fully appearing herein.

This amendment is effective the \_\_\_ day of \_\_\_\_\_, 201\_\_.  
On behalf of [Party No. 1]: \_\_\_\_\_

[Name]

[Title]

Date

On behalf of [Party No. 2]: \_\_\_\_\_

[Name]

[Title]

This form can be used to modify an existing contract.

Put a 1 here if the contract has not been modified previously.

Party No. 1 = the LEA

Party No. 2 = the Private Contractor

In the paragraph/section number, specify a section of the contract that covers security provisions, if one exists.

a, b and c are there to allow the agency to add other regulations if they choose. They should be deleted if not needed.

d. change the "d" to an "a" if no other provisions are added.

The Chief, Sheriff or similar for the LEA signs here.

The CEO/Owner or similar for the Private Contractor signs here

**This document must be presented to all parties with a copy of the CJIS security addendum attached!**

**LIKE ANY CONTRACT THIS ATTACHMENT SHOULD BE REVIEWED BY LEGAL COUNSEL.**

For new contracts, skip this form and just add this language in the body of the contract:

“The Security Addendum appended hereto, which is incorporated by reference and made a part thereof as if fully appearing herein.”

And, attach the CJIS security addendum to the contract.

**\*\*The Contractor must also have employees servicing the LEA sign the “Certification” shown at the end of the CJIS Security Addendum.**

For more assistance or questions call (303)239-4237