

Subpart 4.1 - Contract Execution

Parent topic: [Part 4 - Administrative and Information Matters](#)

4.101 Contracting officer's signature.

Only *contracting officers* shall sign contracts on behalf of the *United States*. The *contracting officer's* name and official title shall be typed, stamped, or printed on the contract. The *contracting officer* normally signs the contract after it has been signed by the contractor. The *contracting officer* shall ensure that the signer(s) have authority to bind the contractor (see specific requirements in [4.102](#) of this subpart).

4.102 Contractor's signature.

(a) *Individuals*. A contract with an individual shall be signed by that individual. A contract with an individual doing business as a firm shall be signed by that individual, and the *signature* shall be followed by the individual's typed, stamped, or printed name and the words ", an individual doing business as _____" [*insert name of firm*].

(b) *Partnerships*. A contract with a partnership shall be signed in the partnership name. Before signing for the Government, the *contracting officer* shall obtain a list of all partners and ensure that the individual(s) signing for the partnership have authority to bind the partnership.

(c) *Corporations*. A contract with a corporation shall be signed in the corporate name, followed by the word "by" and the *signature* and title of the person authorized to sign. The *contracting officer* shall ensure that the person signing for the corporation has authority to bind the corporation.

(d) *Joint venturers*. A contract with joint venturers may involve any combination of individuals, partnerships, or corporations. The contract shall be signed by each participant in the joint venture in the manner prescribed in paragraphs (a) through (c) of this section for each type of participant. When a corporation is participating, the *contracting officer* shall verify that the corporation is authorized to participate in the joint venture.

(e) *Agents*. When an agent is to sign the contract, other than as stated in paragraphs (a) through (d) of this section, the agent's authorization to bind the principal must be established by evidence satisfactory to the *contracting officer*.

4.103 Contract clause.

The *contracting officer* shall insert the clause at [52.204-1](#) Approval of Contract, in *solicitations* and contracts if required by agency procedures.