

**Section 4: Compensation**

The total compensation payable to the Company under and during the term of this Agreement is as follows:

<u>Year</u>	<u>Cost</u>
2021	\$84,000
2022	\$84,000
2023	\$84,000
<b>TOTAL</b>	<b>\$252,000</b>

The Board shall pay the Company the compensation as provided above (\$7000.00 per month for the first twelve (12) months of this Agreement, for a total of \$84,000; \$7000.00 per month for the second twelve (12) months of this Agreement, for a total of \$84,000; and \$7000.00 per month for the third twelve (12) months of this Agreement, for a total of \$84,000). The Company shall invoice the Board monthly for the term of this Agreement via electronic emailed invoice, to be invoiced the first of each month, payable and due by the twenty-fifth (25<sup>th</sup>) day of each month. The amounts of such compensation invoiced for partial calendar months shall be prorated based on the number of days of the term of this Agreement occurring in such month. Such compensation is inclusive of any expenses incurred by the Company in performing the Services and its obligations under the terms of this Agreement.

**Section 5: Correspondence and Information**

The Board agrees to supply the Company with any needed Board records to perform the Services under this Agreement. The Company and its employees (including sub-contractors) shall keep confidential all documents, materials and information of the Board and taxpayers which under applicable law is not public information. The Board will furnish stationary and postage required for correspondence and notices to be sent to taxpayers of Lowndes County, and shall approve and sign all correspondence. The Company will review all current year personal property assessment information provided with the returns for each taxpayer account.

**Section 6: Support Responsibility of the Board**

The Board at its expense will supply at its offices office space and reasonable storage and workspace to Company personnel needed to perform the Services, along with adequate computer equipment (ie: desktops, printers, scanners, etc.). The Board shall also be responsible for allowing remote access to the Board's information technology network by the Company, specifically the CAMA system, for work to be completed remotely when reasonably possible. The Board will be responsible to supply at no charge to the Company the current year documents, such as property record cards, returns, maps and any other documentation needed by the Company to satisfactorily complete their required duties. The Company will be responsible for all data entry required by the scope of Services defined herein. The Company shall be responsible for all other expenses it incurs in performing the Services and its other obligations under this Agreement.