

property tax digest to DOR) of the Board's personal property assessment staff functions, shall be contracted separately. Furthermore, under this Agreement, the Company shall be available over the term of the Agreement to the staff of the Board for general support in the day to day operations of its office, including but not limited to:

- Offsite support as scheduled via remote access
- Attendance at Board of Assessors meetings as needed and scheduled with appropriate notice
- General training of Board staff regarding personal property assessment matters and related responsibilities, as appropriate for the Board and the Company

## **Section 2: Training; Staff; Expense**

Company staff will be available during the term of this Agreement to field any personal property matters, including assessments, questions that may arise and provide direct assistance to the Board's appraisers and support staff. The Company agrees to provide at the Board's offices detailed explanations and training for any personal property appraisal staff of the Board should they be interested in the appraisal process for personal property.

The Company shall provide experienced, qualified personnel to perform the Services. The Company will provide Al Deen as a personal property tax consultant, together with such other personal property tax consultants with the prior approval of the Chief Appraiser, to perform Services under this Agreement.

The Company will be responsible for any travel expenses, meal expenses, business and other expenses for its employees (including any sub-contractors) providing the Services, with the Board having no additional costs for such expenses.

## **Section 3: Term of Agreement**

This Agreement will begin on the date first above written (the "Effective Date") and have an initial term of one (1) year from such Effective Date ("Initial Term"). After the Initial Term, the Agreement may be renewed by the Board for up to two, one (1) year renewal terms (each, a "Renewal Term") upon written notice of such renewal to the Company prior to the end of the then in effect Initial Term or Renewal Term, as the case may be. Thereafter, the term of the Agreement may be extended by mutual written agreement of both parties. The Company shall promptly begin the Services upon the Effective Date, in part to ensure adequate time for the Company to ensure compliance with time sensitive matters in order for tax returns to be mailed in a timely manner.

The Company or the Board may terminate this Agreement at any time for breach of this Agreement by the other party, including without limitation for the Company's unsatisfactory performance of the Services, upon thirty (30) days prior written notice to the other party specifying the breach in reasonable detail, unless the breach is cured within such thirty (30) day period. Such notice (and any other communications relating to this Agreement) must be given via written correspondence delivered by hand or sent by certified or registered mail, return receipt requested, postage prepaid to the Company at the addresses shown on the cover page of this Agreement or to the Board at 300 N. Patterson St., Valdosta, Georgia 31601.