

OCTOBER 7, 2015

The regular scheduled meeting was called to order by Chairman Hogan at 8pm & Tom Kirkland led all present with the salute to the Flag. Mr. Youssef read the Sunshine Statement- Notice of the time , date ,location & agenda of this meeting known was duly published at least 48 hrs. in advance of this meeting held by posting in official newspaper of this District. Mr. Spevak was asked to take Roll Call- Primiano, Flannery < Kirkland Hogan & Spevak were present. Others in attendance were : Marini, Youssef, Petrics, Keaney , Belote ,Hall, & Carlos / 12-67. Larson was excused . Sign in sheet was on table for attendance.

Chairman Hogan asked if all Fire Comm. Had enough time to review minutes of Sept. 2,2015 . YES . Mr. Primiano made a motion to accept minutes as read & 2nd by Mr. Flannery , approved by all.

CHIEF'S REPORT-

Sta. 26-2Chief Keaney reported responding to 41 fire calls with 77.49 manhrs.

Upcoming Events: Reported by Chief Genieczko

1. Oct. 12th Fire Co. mtg. at 8pm
2. Oct 19th Walkthru at United Water 7:45pm
3. Oct. 26th Walkthru at Western Monmouth Utilities 7:45pm
4. Nov. 2ndWork Detail at 7:30pm
5. Nov. 4th Fire Comm. Mtg at 8pm
6. Nov. 9thFire Co. mtg. at 8pm

Following items reported by Chief Keaney & his Line Officers

1. 26-2-90 was in accident / emergency equip. repairs ,replace quartz lights to Led lights \$3,701.86.....have estimate
2. Chief Keaney stated he needed , Nomad area spotlight # 360 . Total cost With shipping \$ 1,303.00

Sta. 12-1Chief Carlos reported responding to 15 fire calls in 26-2 area with 30.33 man Hrs. & 4 fire calls in 26-2 primary response area with 9.35manhrs. All equip Up an in good shape.

TRUCK REPORT- Sorscher/ Primiano

- 1.26-2-67.....Test all circuits to starter/ clean all connections at ECMEnglishtown Auto Computer & Engine wiring harness. Lube, oil & filter changed. " " "
2. 26-2-77.....Repair primer pump & wiring . Repair drain valve First Priority For discharge # 4 " "
3. 26-2-86.....Replace lift cylinder & spring pin for liftgate.....Monmouth Truck
4. 26-2-87.....Annual chassis service. Lube,oil filter, rotate tires. Replace (1)Englishtown Auto Serpentine & (1) V Belt . Replace upper,lower, & by pass hoses " " " Install new thermostat & gasket. Flush cooling system & new " " " Antifreeze, install new H.D. Battery & test Electrical system..... " " "

- 5. 26-2-90.....Rebuild tank to pump valve . Rebuild tank to fill valve.....Blaze Auto
 Rebuild Aerial discharge valve , Rebuild (2) mechanical seals on “ “
 Pump, Replace (9) metal hydraulic lines. Hydrostatically tested “ “
 Pump for vacuum & performed properly on vacuum test..... “ “
- 6. 26-2-86.....Due for Service at Freehold Ford
- 7. 26-2-93..... “ “ “ “ “
- 9. 26-2-66..... “ “ “ “ “

PRES. of the Fire Co.- Belote

- 1. Everything OK
- 2. 2016 Installation Dinner in January
- 3. Holiday Stuff & Santa Run in Dec.

IT OFFICER- Hall

- 1. Report was submitted
- 2. Holding off on Secretary’s Computer, needs new Monitor.
- 3. Key fob was issued for JCPL use.
- 4. Purchase Key fobs /none in reserve. At \$100.00
- 5 Ribbon for ID machine / full color ribbon is \$215.00
- 6. Bookkeeper Larson needs new laptop , she is having issues with her lap top ,cost of \$1,149.00.

INSURANCE- Marini

Everything is good

ADMINISTRATOR’S REPORT- Marini

- 1. Anyone having problems with Cellphones ? Spevak broke Samsung 4 & updated to 5.
- 2. Engineer Sorscher on Medical ,had hip surgery.
- 3. Budget needs to be done soon
- 4. Manalapan Police cracking down on cellphone usage , while driving. Blue tooth being ordered for those who wants them.

LEGAL- Youssouf

Received the following Resolutions approved on Sept. 2 ,2015 :

- 1. Resolution – Declaring a seat on the Board Vacant by Operation of “ The Municipal Vacancy Law “ (NJSA 40A:16-1)
- 2. Resolution – Appointing Richard Primiano to the Office of Fire Commissioner.
- 3. Resolution- Making application to the Local Finance Board pursuant to NJSA 40A:5A-6
- 4. Letter was sent to Apex Enterprises of Union , Inc. Copy Attached
- 5. The Bond for the New Building was approved on Oct. 14 , 2015.

AUDITOR – Petrics

Need 2016 Budget Meeting soon.

BOOKKEEPER- Larson / Hogan

Ms. Larson was excused

1. Received 3rd Quarter payment \$ 312,732.50
2. Received Local Finance Notice/Sept. 28,2015

OLD BUSINESS

1. New Building – Builder & Architect

Starting date is Oct. 12 ,2015 – 3 weeks of concrete work .

Building to be delivered on Nov. 13 ,2015

2. Chairman Hogan contacted Winder Ford , New Explorer was supposed to have been delivered to them . Now it hasn't arrived yet.

NEW BUSINESS

1. Repair lights on 26-2-90...change Quartz lights over to Led/ cost \$ 3,701.86. Motion made by Mr. Flannery purchase & repair & 2nd by Mr. Kirkland, approved by all.
2. Mr. Kirkland made a motion to purchase Nomad scene lights / cost of \$1,303.00 & 2nd by Mr. Primiano, approved by all.
3. Mr. Primiano made a motion for fire Extg. Brkts to be repaired & 2nd by Mr. Flannery, approved by all.
4. Mr. Flannery made a motion to purchase key fob at \$100.00, ribbon for ID machine at \$215.00 & laptop computer for Bookkeeper at \$1,149.00 & 2nd by Mr. Primiano, approved by all.
5. Re-New contract for Air & Gas Technologies, cost of \$1,556.00 . Motion made by Mr. Primiano & 2nd by Mr. Flannery, approved by all.

Mr. Flannery made a motion to OPEN PUBLIC PORTION at 8:45pm & 2nd by Mr. Kirkland, approved by all. NO BUSINESS Mr. Flannery made a motion to CLOSE PUBLIC PORTION at 8:47pm & 2nd by Mr. Kirkland, approved by all.


TREASURER'S REPORT- Kirkland

Mr. Flannery made a motion to pay bills in the amount of \$ 78,673.33 & 2nd by Mr. Primiano, approved by all.

GOOD & WELFARE-

1. No Workshop Mtg. on Oct. 15,2015
2. Engineer Sorscher had Hip Surgery / Mr. Spevak sending Fruit basket.

Since there was no further business Mr. Flannery made a motion for adjournment at 9pm & 2nd by Mr. Primiano, approved by all.

Respectfully submitted

Joseph F. Spevak
Secretary

BOARD OF FIRE COMMISSIONERS
MANALAPAN TOWNSHIP FIRE DISTRICT #2
P.O. BOX 54
TENNENT, NEW JERSEY 07763

Bill List
Monthly Meeting 10-07-15

ADP	8,655.83
Allied Oil, LLC	535.54
American Cloud Services	750.00
Bailey's Janitorial Services	300.00
Blaze Emergency Equipment, LLC	9,963.11
Brunswick Bank & Trust	7,875.00
Cablevision	169.80
Charles Sacco	67.41
Colts Neck Nursery	78.00
Continental Fire & Safety, Inc.	965.00
Documant Solutions	132.82
Douglas Frueh	67.41
Edward Dillon	67.41
Emergency Equipment Sales, LLC	494.36
Englishtown Automotive, Inc.	1,065.71
Englishtown Fire Department	9,968.75
Gordons Corner Water Co.	2,003.76
International Association of Fire Chiefs	234.00
John Marini	67.41
Joseph Spevak	1,297.26
Manalapan Twp. Fire Co. #1	30,810.00
Michael Auletta	134.82
Millhurst Mills, Inc.	1,250.00
NetLink Web Services, Inc.	199.00
Patrick Flannery	67.41
Stockel's Lawn & Landscaping, Inc.	348.83
Timothy Kirkland	68.48
Verizon	154.28
Verizon Wireless	881.93

Month End Review

- The replacement for the Secretary's computer was approved at last meeting; need confirmation from the Board to purchase.
- The cloud access was setup for the Treasurer & Bookkeeper's use on their respective laptops.
- I have not been informed of any issues with the WiFi.
- A keyfob was issued for JCP&L use.
- The Board is advised to restock the door access keyfobs as currently there aren't any in reserve. The cost is \$100 / (10) HID 1346 ProxKey III fobs.
- The ID Machine supplies are low on printer ribbon. Laminate does not need to be restocked. The cost for the YMCKOK – Full Color Ribbon is \$215.00 / ribbon.

Respectfully submitted,



Peter Hall
Information Technology Officer

LFN 2015-20

September 28, 2015

Local Finance Notice

Chris Christie
Governor

Kim Guadagno
Lt. Governor

Charles A. Richman
Commissioner

Timothy J. Cunningham
Director

Contact Information

Director's Office

V. 609.292.6613

F. 609.292.9073

Local Government Research

V. 609.292.6110

F. 609.292.9073

Financial Regulation and Assistance

V. 609.292.4806

F. 609.984.7388

Local Finance Board

V. 609.292.0479

F. 609.633.6243

Local Management Services

V. 609.292.7842

F. 609.633.6243

Authority Regulation

V. 609.984.0132

F. 609.984.7388

Mail and Delivery

101 South Broad St.

PO Box 803

Trenton, New Jersey

08625-0803

Web:

www.nj.gov/dca/divisions/dlgs

E-mail: dlgs@dca.nj.gov

Distribution

Municipal Clerks

Freeholder Board Clerks

Chief Administrative Officers

Chief Financial Officers

Procurement Officials

Authority Officials

Fire District Officials

ADJUSTMENT OF PUBLIC BIDDING THRESHOLD EFFECTIVE JULY 1, 2015

Pursuant to N.J.S.A. 40A:11-3(c) and 18A:18A-3(b), Governor Chris Christie has exercised his authority to adjust bid thresholds for contracting units subject to the Local Public Contracts Law and Public School Contracts Law. These adjustments became effective July 1, 2015.

For contracting units that have appointed a Qualified Purchasing Agent pursuant to N.J.S.A. 40A:11-9(b), and take advantage of a higher bid threshold pursuant to N.J.S.A. 40A:11-3 and 18A:18A-3, the maximum bid threshold has been increased from **\$36,000 to \$40,000**.

If a contracting unit governed by the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) does not have a Qualified Purchasing Agent, the maximum bid threshold remains **\$17,500**. The maximum bid threshold for those contracting units subject to the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) that do not have a Qualified Purchasing Agent has been increased from **\$26,000 to \$29,000**.

Contracting units should review their procurement policies and enabling resolutions or ordinances (as appropriate to the agency) to determine what action, if any, is needed to take advantage of the higher bid and quotation thresholds. Where the contracting unit has set fixed amounts, the governing body should act accordingly to adjust the bid and quotation threshold amounts. This should also be reflected if resolutions appointing a qualified purchasing agent used fixed threshold amounts. Contracting units still have the option to set their bid thresholds at a lower amount.

Contracts exceeding the new threshold are subject to the appropriate requirements of the Local Public Contracts Law and the Public School Contracts Law. As a result of the change in bid threshold, the 15% threshold for the informal receipt of quotations thresholds of N.J.S.A. 40A:11-6.1(a) and 18A:18A-37(a) also changes. The following table summarizes the most current bid and quotation thresholds:

	Bid Threshold	Quotation Threshold
LPCL Units without QPAs	\$17,500	\$2,625
PSCL Units without QPAs	\$29,000	\$4,350
LPCL & PSCL Units <u>with</u> QPAs	\$40,000	\$6,000

Please note that the political contribution threshold (pay-to-play) of \$17,500 remains in place. All procurement over \$17,500 and less than agency's new, higher bid threshold (window contracts) are subject to those laws.

An exception to the above-referenced bid threshold calculation involves "road contracts" subject to N.J.S.A. 27:2-1. This law requires that "...when the cost of constructing, reconstructing or resurfacing any State, county or municipal road, street or highway, or portion thereof, will exceed [the bid threshold]", the odd-year bid threshold adjustment formula that was in effect prior to P.L 1999, c. 440 for all contracting units still applies. Under this formula, the applicable bid threshold for these road projects is currently **\$18,800**.

In addition, the current bid threshold for public school student transportation contracts as calculated pursuant to N.J.S.A. 18A:39-3 is **\$18,800**.

Recipients are asked to distribute copies of this Notice to personnel such as the Chief Administrative Officer, Chief Financial Officer, Purchasing Agent, and other staff members who deal with purchasing issues.

If you have any questions regarding this matter, please feel free to contact our staff at (609) 292-7842 or by e-mail at lpcl@dca.nj.gov.

Approved: Timothy J. Cunningham, Director

TOWNSHIP OF MANALAPAN
Fire District #2
2015 Fire District Budget Payments

<u>Due Date</u>	<u>% to be Paid</u>	<u>Amount to Be Paid</u>
04/01/15	21.25%	\$ 265,822.63
07/01/15	22.50%	\$ 281,459.25
10/01/15	25.00%	\$ 312,732.50 ✓
12/31/15	31.25%	\$ 390,915.62
Total 2015 Levy		<u>\$ 1,250,930.00</u>



Service Contract

42 Industrial Drive
Cliffwood Beach, NJ 07735

Voice (732) 566-7227
Fax (732) 566-0535

Attn: Manalapan Fire District 2
P.O. Box 54
Tennent, NJ 07763
Attn: Adam Keaney
Phone: 732-866-8923

10/7/2015

100715-01

Pre Paid

JB

TERMS & AGREEMENT

Air & Gas Technologies, Inc. will keep a copy of this agreement in their files and requests that an officer of your firm signs and returns a copy along with a covering purchase order, signifying your acceptance of these terms and conditions.

Unscheduled or emergency service calls will be invoiced at AGT's standard labor rate at time of service. A labor rate sheet is available upon request.

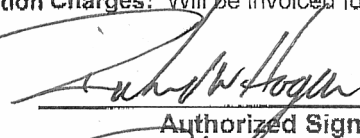
All material is guaranteed to be as specified. All work will be completed in a professional manner according to **standard** practices. Any alteration or deviation from contract work will be executed only upon receipt of customer's written purchase order. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry all **required** insurance. AGT workers are fully covered by workers compensation and liability insurance.

The contract period begins on acceptance date. A New proposal will be automatically sent at the end of the contract period.

Price: Valid for 60 days.

Terms: Net 30 days of invoice date with 1 ½ % (18% annually) on all overdue balances. (As per attached AGT's Standard Terms & Conditions of Sale, attached.)

Cancellation Charges: Will be invoiced for accrued labor, material and lost profits.

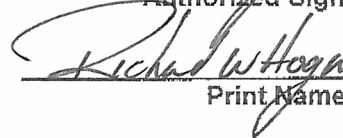


Authorized Signature

Purchase order

10/7/15

Date



Print Name

Contact for Access to Firehouse John Marigi
Contact Number 732-803-6173

Door Code _____



Service Contract

42 Industrial Drive
Cliffwood Beach, NJ 07735

Voice (732) 566-7227
Fax (732) 566-0535

Attn: Manalapan Fire District 2
P.O. Box 54
Tennent, NJ 07763
Attn: Adam Keaney
Phone: 732-866-8923

10/7/2015

100715-01

Pre Paid

JB

Conditions - The terms and conditions herein shall apply to all goods and services provided by Air & Gas Technologies, Inc. (hereinafter referred to as AGT or Company). No terms or conditions contained in any order placed with Air & Gas Technologies, Inc. other than those stated herein, and no agreement or other understanding in any way modifying the terms and conditions herein shall be binding on AGT unless otherwise covered by specific contract made in writing and signed by its duly authorized representative. The purchaser shall be deemed to have accepted the terms hereof upon its acceptance of any of the goods and/or services to which this acknowledgement relates.

Terms of Payment - Terms are net 30 days from date of invoice. If in the opinion of AGT, the financial condition of the purchaser at any time does not justify continuance of production or shipment on the terms of payment specified, AGT may require full or partial payment in advance. Equipment held for the purchaser shall be at the risk and expense of the purchaser. Interest at the rate of one and one-half per cent per month will be charged on past due invoices for a total interest rate of 18% per annum.

Prices - Prices are quoted on request and are not firm until acknowledged in writing and accepted by AGT. All prices are subject to change without notice. Prices in effect at time of shipment will prevail.

Limited Warranty - Warranty on new equipment or parts is limited to the extent of the OEM warranty. The foregoing warranty is in lieu of all other warranties, express or implied. The Company warrants that parts supplied by the Company under this contract will be free of defects in material and workmanship for a period of six months from the date of installation, exclusive of transportation and installation costs (or six months from date of delivery if not installed by Company), and at its option shall either repair or replace such parts, provided the Purchaser promptly notified the Company of defects therein, within said period. The Company makes no performance warranty and the effects of corrosion, erosion and normal wear and tear are specifically excluded from the Company's warranty.

AGT MAKES NO OTHER WARRANTY OR REPRESENTATION OF ANY KIND WHATSOEVER, EXPRESS OR IMPLIED. AGT HEREBY DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING ANY WARRANTY OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

Security Interest - AGT shall have a security interest in the goods sold hereunder and shall have all of the rights of a secured party under the Uniform Commercial Code as it has been adopted in New Jersey. As part of the sale of the equipment, AGT requires that purchaser execute a Security Agreement and Financing U.C.C. Statement.

Insurance - Certificates of insurance are available upon request. To the extent any loss and/or damage is recoverable by insurance proceeds under Purchaser's insurance policies, the Purchaser waives its and its insurer's rights to recover for such loss and/or damage against the Company.

Delivery - All material sales are FOB point of shipment. Goods in transit are at the Purchaser's risk and all claims for loss or damage must be filed by the Purchaser. AGT shall not be liable for special, liquidated, or consequential damages caused by delay in delivery, failure to manufacture or failure of manufacturer.

Taxes - Prices are exclusive of any use, sales, excise or similar tax, federal, state or local, which has been or may be imposed with respect to the sale of personal property or services hereunder, to the extent legally permissible. Any such tax shall be the buyer's responsibility.

Acceptance of Orders - All orders are subject to approval and acceptance in writing at the office of AGT in Cliffwood Beach, NJ.

Weights - Catalog weights are approximate and vary with equipment specifications.

Limitation of Liability - The liability of AGT herein for damages, special, indirect, incidental or consequential, or otherwise, of any type, kind or description in connection with the goods being sold herein shall never exceed the purchase price of the particular quantity delivered with respect to damages of any type or any claim. The remedies of the purchaser as to said liability with respect to such goods sold herein or anything done in connection therewith, whether by way of this invoice, in contract, or any warranty or otherwise, shall not exceed the purchase price of the particular quantity delivered herein. The purchaser acquiring the goods as described herein shall be bound by the limit of liability herein stated.

Nuclear Liability - In the event that services or parts furnished hereunder are to be used in a nuclear facility, the purchaser shall, prior to such use, arrange for insurance or governmental indemnity, protecting the Company against liability and hereby releases and agrees to indemnify the Company and its suppliers for any nuclear damage, including loss of use, in any manner arising out of a nuclear incident, whether alleged to be due, in whole or in part to the negligence or otherwise of the Company or its suppliers.

Assignment - Neither party shall assign or transfer any agreement or contract, whether it be service, lease purchase or other, without the prior written consent of the other party.

Changes - Notice of changes in orders must be made and accepted in writing. If work in progress for special equipment, parts and/or services, buyer will be charged accordingly.

Material Returned for Credit - Any material returned for credit must have prior approval in writing from AGT. A restocking charge determined by AGT shall apply if deemed necessary by AGT.

Minimum Billing - Orders for less than \$50.00 net can be billed at \$50.00 plus transportation and insurance charge.

Forum - Any action at law, suit in equity or judicial proceeding for the enforcement of this agreement or any provision hereof shall be instituted only in the courts of the State of New Jersey or in the Federal District Court for the State of New Jersey.

AGT and the purchaser hereby waive the right to a jury trial in any such suit or action.

Attorney's Fee - In the event of the employment of an attorney by AGT because of a violation of any term or provision of this agreement by the purchaser, the purchaser shall pay and be liable for reasonable attorney fees and court costs incurred by AGT.

Force Majeure - Schedule dates are approximate and neither party shall be liable for loss, damage, or delay due to war, riots, fire, flood, strike or other labor difficulty, acts of civil or military authority including governmental laws, orders, prohibitions or regulations, embargo, shortage, damage or delay in transportation, inability to obtain necessary labor or material from usual sources, faulty forgings or casting, or other causes beyond the reasonable control of such party. In the event of delay in performance due to any such cause, the schedule dates or time for completion will be adjusted to reflect the actual time as may be necessary to properly reflect the delay. The Purchaser's request of service or parts constitute a waiver of any claims for delay.

Severability - Any adjudication, decision or agreement of the parties that any provision hereof is illegal or void shall not affect the remaining provisions hereof which shall continue in full force and effect.

Compliance with Laws - AGT will comply with all applicable federal, state and local laws and specifically represents that any goods to be delivered hereunder will be produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended.

Controlling Law - This agreement shall be construed and interpreted according to the laws of the State of New Jersey. It is further understood and agreed that this agreement shall be deemed to have been executed in the town of Cliffwood Beach, and to have been performed in the town of Cliffwood Beach, State of New Jersey.

Entire Agreement - This agreement sets forth the entire understanding of the parties hereto and supersedes all other agreements or representations, oral or written with regard to the subject matter of this agreement.



Service Contract

42 Industrial Drive
Cliffwood Beach, NJ 07735

Voice (732) 566-7227
Fax (732) 566-0535

Attn: Manalapan Fire District 2
P.O. Box 54
Tennent, NJ 07763
Attn: Adam Kearney
Phone: 732-866-8923
Fax: 732-462-2523

10/7/2015 100715-01 Pre Paid JB

We are pleased to offer the following proposal for an annual service contract on your breathing air systems. This proposal is based on performing preventative maintenance services during normal business hours (Monday thru Friday, 7:30am to 4:00pm). After each visit you will be provided with a detailed service ticket explaining all work that was performed and making any future recommendations.

The Following Equipment is to be Serviced on this Contract:

<u>Make</u>	<u>Model</u>	<u>Serial</u>	<u>Type</u>
Bauer	Unicus 10-E3	016116-00	Breathing Air Compressor

Total Cost for Annual Service Contract: **\$ 1,556.00**

Quarterly/Bi-Annual Service includes:

- Perform Grade "E" Air Test
- Calibrate CO Monitor
- Check Lubricant Level
- Take Main Electrical Readings
- Check Belt Tension
- Check for any Air or Oil Leaks
- Check All Condensate Drains
- Check Operation of Breathing Air System

Annual Services include:

All of the Quarterly Service, Plus:

- Change Compressor Lubricant
- Replace Purification Cartridge
- Install new Inlet Air Filter
- Replace Oil Filter (if Applicable)

Service Schedule

			Bi-Annual		
			Annual		



Emergency Equipment Sales

4 Youngs Road
Trenton, NJ 08619

Phone 1-877-337-8885 - Fax (609) 587-8894

SERVICE ESTIMATE

Date	Quote #
10/7/2015	15-0786

Name / Address
Twsp of Manalapan BOFC Dist # 2 PO Box 54 Tennent, NJ 07763

**Emergency Equipment Sales is the
OFFICIAL SEAGRAVE DEALER
serving New Jersey and Eastern PA.**

WWW.EESLLC.COM

Unit #	MFG	Vin #
26-2-90	Simon Duplex	

Description	Qty	Rate	Total
PN: #SPA542-K20 - Spectra K-20 LED light with pull up side mount pole w/top mount on/off switch	2	1,660.93	3,321.86
Electrical supplies - Tape, wire, loom cover,connectors, heat shrink tubing, misc items to complete job.	1	25.00	25.00
New Misc Hardware to complete repair - Stainless , steel , nuts, bolts, screws, washers, cable ties, fasteners ect.	1	15.00	15.00
In station repair: Remove old scene lights from aerial basket and install new scene light and test operation.	4	85.00	340.00
Mileage Charge per hour of travel for one way to station for repair. (No mileage charge for tech to return to shop) NO CHARGE	0	69.00	0.00

Please sign, date, and return estimate to place order.

Total \$3,701.86

**WE WILL ATTEMPT TO BEAT OR MATCH ANY QUOTE PROVIDED BY ANY OTHER
VENDOR. YOUR SATISFACTION IS IMPORTANT TO US!**

Signature _____