



December 16, 2014

Linda Malak  
Contract Administrator  
City of Baytown  
2123 Market Street  
Baytown, TX 77520

Re: Contract Renewal

Thank you for putting your trust in DataProse and allowing us to handle your billing processing and printing production process. This letter serves as notice of our intent to renew the contract with the City of Baytown. The contract renewal will begin on January 31, 2015 and will continue for a period of not less than one (1) year, ending on January 31, 2016.

As busy as you and I are, it's virtually impossible to stay informed of every issue, every day. So I urge you to let me know when we are hitting or missing the mark. We strive to be the best and we thrive on client feedback. My direct phone number is (972) 462-5410.

Once again, thank you for your continued trust. I look forward to hearing from you.

Sincerely,

Curtis Nelson  
Chief Operating Officer, DataProse, LLC

Acknowledgement:

By:

Drew Potts DREW POTTS

Title

PURCH. MGR.

Date:

1-7-15