



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

October 11, 2019

Dave Kegebein
14th District Agricultural Association
2601 East Lake Avenue
Watsonville, CA 95076

Program: Fairs & Expositions
Agreement Number: 19-0193

In regard to the enclosed Standard Agreement, please complete the following item(s) and return to the **California Department of Food and Agriculture, Acquisitions Office, 1220 N Street, Room 120, Sacramento, CA 95814** within 15 business days of the date of this letter. Failure to comply may result in delayed payment. If you cannot return the documents within the 15 business days, please contact the analyst named below to inform her of when you will return the contract.

This Agreement cannot be considered binding on either party until fully executed and approved by the Department of General Services, when required. No services should be provided prior to approval, as the State is not obligated to make any payments on any services received prior to contract execution.

Standard Agreement (STD 213) with attached exhibits. Please have the person within your organization, who has full authority to commit to all of the contents of this agreement, review and sign the two signature pages of the Standard Agreement package. **Return ALL originals** to this office. Once the contract is finalized (see above paragraph), the agreement is considered fully executed and an original will be mailed to you.

A copy of the Board of Directors' resolution, order or motion authorizing execution of this Agreement must be included.

If you have any questions regarding this Agreement, please contact the analyst identified below.

Sincerely,

Leticia Regalado

Leticia Regalado, Contract Analyst
Grants and Contracts Office
Administrative Services
916.403.6514
leticia.regalado@cdfa.ca.gov

