

**OCS CLIENT AGREEMENT  
for FL State Clients**

Key Largo Volunteer Fire Rescue, Inc., a non-profit organization, contracts with OCS, a professional fund-raising counsel as defined by the State of Florida's Solicitation of Contributions Act, to provide the services herein outlined. These services, as directed by this organization, include printed material, computer services and mail preparation tasks. With respect to the direct mail, customer has final control over the wording of the solicitation document and the number of pieces mailed. It is understood that OCS will at NO time have custody or control of contributions received and OCS's fee is not contingent upon contributions received. The purpose of the solicitation is to raise funds for the general operation of the Company. OCS's fee is based on the items listed. This estimate does NOT include any freight from Baltimore or the US postage fee.

We calculate the number of addresses you will be soliciting to be about 14,200. The terms of this agreement cover the next twelve (12) months. Our formal services will not commence until five working days after the State of Florida has received this contract. Your mailing is currently targeted for a starting date of April 30, 2013 and ending date of April 29, 2014. Cancellation can be made, if necessary, with 30 days written notice of the target date, provided all fees for services and materials rendered or ordered prior to cancellation are satisfied.

Client name, primary address and main contact...

Key Largo Volunteer Fire Rescue, Inc.

PO Box 782

Key Largo, FL 33037

Contact: Mr. Eric Neitzer

MAIN COST COMPONENTS OF FUND DRIVE (Excludes frt & postage. Unit price is set by the initial quantity estimate):

o Form Packet - OCS will provide a fund drive packet (e.g. the price noted below is one of our standard 5-piece packets) for your "1st" mailing. (As discussed, your 2nd packet may vary somewhat from the 1st packet. Also the second mail out quantity would generally vary since it is based on mailing to those initial addresses that did not respond to the first mailing.)

1st Mailing:	<u>14,200</u> # pcs x <u>.33</u> unit price =	<u>\$4,686</u>
2nd Mailing:	<u>10,650</u> # pcs x <u>.27</u> unit price =	<u>2,875</u>
Packet Total:		<u>\$7,561</u>

over

o Computer Processing: Presort addresses for best postal rate and NCOA requirements, data entry, information storage & maintain data for statistical processing.

1st Mailing:	<u>14,200</u> # pcs x <u>.08</u> unit price =	<u>\$1,136</u>
2nd Mailing:	<u>10,650</u> # pcs x <u>.08</u> unit price =	<u>852</u>
Running Total:		<u>\$1,988</u>

o Mail Preparation: Print addresses on material, insert/seal material in envelope, tray & maintain postal sequencing requirements. Prepare postal paperwork, CASS & NCOA Certification forms.

1st Mailing:	<u>14,200</u> # pcs x <u>.065</u> unit price =	<u>\$ 923</u>
2nd Mailing:	<u>10,650</u> # pcs x <u>.065</u> unit price =	<u>692</u>
Mail Prep Total:		<u>\$1,615</u>

SUMMARY OF ABOVE "ESTIMATED" COST FOR A 1st and 2nd MAILING:

Form Packet:	<u>\$ 7,561</u>
Running:	<u>1,988</u>
Mail Prep:	<u>1,615</u>
Total:	<u>\$ 11,164</u>

Key Largo Volunteer Fire Rescue, Inc. is to process payment for actual materials/services received from OCS within 15 days of date invoice is received by the Organization. However, no invoice for the materials will be sent until the mailing has been shipped. The soliciting Organization is responsible for all items requested and ordered for their particular use.

Omni Computer Services thanks the Organization for allowing OCS to handle this vital function.

  
SIGNATURE #1 - AUTHORIZED OFFICIAL, POSITION

  
DONALD G. STOETZER, PRESIDENT - OCS, INC.

  
SIGNATURE #2 - AUTHORIZED OFFICIAL, POSITION

April 4, 2013  
DATE