

Jan C. Jacob, Ed.D.
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Victoria, TX 77904
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LETTER OF AGREEMENT

This agreement, effective September 8, 2013, by and between Jan C. Jacob, Ed.D., hereinafter referred to as "Consultant" and Ector County Independent School District (name of contractor), is for the purpose of stating conditions under which the Consultant will provide the described services for the Contractor.

The following conditions apply for the delivery of proposed services:

1. The Consultant will provide training/consulting on the following date(s):
afternoon of April 17 and all day on April 18, 2014.
2. For this service, the Consultant will charge honorarium of one day (\$1,650) to ECISD and will require expenses which include the approximate charges listed below:

Hotel (1 night): \$230.00
Car rental for one day: \$85.00
Meals for 2 day: \$60.00
Total of approximately \$2,025.00



460-76-8797

Jan C. Jacob

Social Security Number

Authorizes Signature of Institution/Organization

Date

Please retain one copy for the Contractor's records and return the other copy to the Consultant within 30 days of the delivery of services. Payment is expected within 30 days of the delivery of services.