



Cassandra Kay, Senior Buyer
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March 24, 2021

RE: RFP #1904-13 Student Accident Insurance - Extension

Dear Vendor:

The current RFP between your company and Denton ISD for RFP #1904-13 Student Accident Insurance, is due to expire on June 30, 2021.

This letter serves as notification that Denton ISD is exercising the option to extend the term of this proposal through the extension period beginning July 1, 2021 and expiring on June 30, 2022, upon governing body approval at the next scheduled meeting in April. It is understood all terms, conditions, and prices/discounts submitted on the proposal will be held firm during the extended period.

If your company has any address changes for where purchase orders or payments are to be sent, sales representative changes or any other pertinent informational changes, please provide that information.

Please acknowledge receipt of this letter and acceptance as indicated below and return to me, along with the below completed forms.

- Updated W-9 Form
- Certificate of Liability Insurance listing Denton ISD as Certificate Holder
- Conflict of Interest Form
- House Bill 89 Verification Form

Company Name: SIP-Student Insurance Plans, LLC.

Name: John D. Gutschlag Date: 03/25/2021

Signature: 

Thank you for your interest in serving the needs of our students and staff at Denton ISD. We look forward to continuing a successful business relationship with your company.

Should you have questions or concerns, please contact me through the above listed information.

Respectfully,

Cassandra Kay

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Senior Buyer