



Rockland Professional Services, LLC

271 Holt Drive
Pearl River, NY 10965

Dear Client:

Thank you for retaining Rockland Professional Services, LLC (d.b.a., "Rockland Pros") for Accounting and Consulting services. This "Engagement Letter" will confirm the scope and terms of our engagement and inform you of our fees and billing practices.

As discussed, Rockland Pros will provide professional services on an as needed basis. The terms and conditions of this Engagement Letter will apply to all professional services provided by the Firm.

The fee for said services will be based on the nature and scope of work performed by Rockland Pros. Some services will be billed at fixed rates; other services will be billed based on time charges for services rendered by professionals of the Firm. In lieu of a specific fee schedule, all professional fees will be billed based on time incurred at a rate of \$125 per half-hour (30-minutes). Our rates are subject to review and possibly upward adjustments at the Firm's discretion. Rockland Pros will bill you on a monthly basis or upon significant completion of the work performed.

In addition to this Engagement Letter, Rockland Pros has published specific "Terms and Conditions" for our various services. These Terms and Conditions, which describe our fees, billing procedures, and various matters pertaining to our engagements, are made readily available to the public on our website (www.rocklandpros.com) and are also available upon formal written request. Please review our Terms and Conditions carefully.

The signing of this Engagement Letter constitutes a binding agreement and may be amended only in writing. To indicate your agreement to this document and associated Terms and Conditions, please sign a copy of this Engagement Letter for our records.

We appreciate the confidence you have placed in us, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "BTC", enclosed within a hand-drawn oval.

Brian T Campbell
Managing Partner



Acknowledged and Accepted by...

Signature: _____

Date: _____

Printed Name: _____

Street Address: _____

City: _____

State: _____

Zip Code: _____