

SuccessSystems, Inc.

"Training People To Excel With People"

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October 20, 2004

Doreen Kemp
Training & Development
City of Fort Collins
215 North Mason
Fort Collins, CO 80521

LETTER OF AGREEMENT

This letter confirms our agreement to conduct the 1-day *Handling Conflict With Skills* training program for the City of Fort Collins, Colorado on April 8, 2005 and the 4.5-hour *Disrespect! Where's The Line?* training program on September 30, 2005 in facilities provided by the City of Fort Collins.

SuccessSystems, Inc. agrees to provide a master copy of the training workbook to be reproduced by the City of Fort Collins for the participants in each program. The City of Fort Collins is not allowed to reproduce copies of this workbook for any other purpose without the express written consent of SuccessSystems, Inc.


The fee to be paid to SuccessSystems, Inc. for the delivery of each of the training programs described above shall be \$1,600.00 for the April 8 program and \$1,000.00 for the September 30 program. SuccessSystems, Inc. will submit an invoice for each program after delivery.



Sam R. Lloyd, President

10/20/04

Date



Doreen Kemp, Training Coordinator

10/22/04

Date