



Nashville, TN 615-223-5501 Fax 615-223-5445
 Birmingham, AL 205-688-0554 Fax 205-688-0987
 Memphis, TN 901-383-6565 Fax 901-386-0440
 Charleston, SC 843-586-7650 Fax 843-586-7735
 Little Rock, AR 501-374-7775 Fax 501-374-7117
 Fort Myers, FL 239-337-4030 Fax 239-337-4055
 Jackson, MS 601-948-3753 Fax 601-948-7622
 Lexington, KY 859-253-3453 Fax 859-253-9448

SERVICE REQUEST NUMBER RECORD

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FOR VRC USE ONLY - PLEASE COMPLETE ALL SECTIONS

ORDER TAKER: (VIA) ROUTE: 10 - Springfield
 (Via/Web)

DATE/TIME ORDER TAKEN: Tue, Jul 31 @ 9:04 am CST DELIVERY TYPE / TIME: Regular (AM)

COMMENTS: PU 4 NB

PIU NB: 4

CUSTOMER INFORMATION - PLEASE COMPLETE ALL SECTIONS

PERSON REQUESTING SERVICE: Brenda Pozzulo
 TELEPHONE NUMBER: (417) 582-4305
 DEPARTMENT / COST CENTER: A (A) - Christian County Government
 NEED INV OR GREEN FORMS? NO
 DELIVER TO OR PICK UP FROM: Brenda Pozzulo
 ADDRESS (STREET, SUITE, FLOOR): 100 West Church Street
 Room 100
 Ozark MO 65721

DELIVERY / PICK UP DATE: 07-31-2018
 IF OVER 20 BOXES QRT DATE FROM OPS MANAGER
 ACCOUNT NUMBER: 03001690
 COMPANY NAME: CHRISTIAN COUNTY GOVERNME

DELIVERY TO CUSTOMER

STATUS	BOX # / FM TYPE	BARCODE / COUNT	STATUS	BOX # / FM TYPE	BARCODE / COUNT
1			12		
2			13		
3			14		
4			15		
5			18		
6			17		
7			18		
8			19		
9			20		
10			21		
11			22		

STATUS CODES

B - BOX O - ITEM OUT TO CUSTOMER U - UNAVAILABLE F - COMPUTER PRINTOUT
 F - FILE # - INVALID NUMBER M - MISCELLANEOUS L - RFID LABELS

SUBTOTAL BY STATUS CODES

REQUESTED	U	F	FB	FM	P	M	O	TOTAL ITEMS REQUESTED
DELIVERED	B	F	FB	FM	P	M	O	0

PICKED UP FROM CUSTOMER

TYPE	BOX NUMBER	BARCODE NUMBER	TYPE	BOX NUMBER	BARCODE NUMBER
1			12		
2			13		
3			14		
4			15		
5			16		
6			17		
7			18		
8			19		
9			20		
10			21		
11			22		

ITEM TYPE CODE

NB - NEW BOX NF - NEW FILE D - TO BE DESTROYED
 RB - REFILE BOX RF - FILE TO BE REFILED O - OTHER

SUBTOTAL BY ITEMS

REQUESTED	NB	4	RB	RF	NF	D	O	TOTAL ITEMS REQUESTED
PICKED UP	NB	4	RB	RF	NF	D	O	4

AUTHORIZED CUSTOMER SIGNATURE DATE/TIME VRC EMPLOYEE SIGNATURE DATE/TIME

WHITE COPY - VRC RECORDS COORDINATOR • YELLOW COPY - CUSTOMER

10:56 am 10:55

VRC - UNDERGROUND STORAGE

RECORD RETENTION

<u>CONTROL #</u>	<u>DESCRIPTION</u>	<u>TAG</u>
45603444	Purchase Orders 02	02
45603445	Purchase Orders 02	02
45603446	Purchase Orders 04	04
45603447	Purchase Orders 04-05	04-05
45603448	Purchase Orders 05-16	05-16
45603449	Hwy Bridges/Culverts	98-12
45603450	legal	98-12
45603451	legal	98-12
45603452	Misc	98-12
45603453	Inspections/Building Applications	98-12
45603454	Hwy Bridges/Culverts	98-12
45603455	Hwy Bridges/Culverts	98-12
45603456	Annual Admin Reports	98-12
45603457	Grant Info	
45603458	Maps Blueprints	
45603459	Maps Blueprints	
45603460	Maps Blueprints	
45603461	u ll	

VRC List for Maps/ Blueprints

VRC
45603458
Maps + Blue
prints

Olsson Assoc
Route CC-NN Preliminary Designs
2010

Todd Survey
Survey 301 S. First
3-21-2016

Round City Electrical Engineering
Wiring Panels
NO DATE

Todd Surveying
Schroeder S. 2nd
6-14-2016

Stone Architects
Addition to Springfield Clinic Ozark Branch
12-2-1994

Eclipse Farms
NO DATE

Paragon Architecture
Planning & Dev and Juvenile Renovations
6-6-2016

MAC
County Classifications in the State of Missouri
2010 Census Data

Metal Building for C2
2000

Gravel Storage Building
Christian County
2001

Cave Hollow Road
Bridge
NO DATE

Bridges in Christian County 2009

VRC List for Maps/ Blueprints

Hwy 14 10/1/1929

Hwy 14 10/3/1929

Special Road Dist 02/1920

School Dist Maps

20.116 12/16/1921

A

Special Road Dist 1/22/1920

D 10/20/1933

VRC
4560 3459

VRC

45603460

VRC List for Maps/ Blueprints

City Police Departments
NO DATE

Section 35
NO DATE

County Map
1958

Proposed Cox Road &
Kansas Extensions
NO DATE

State Wide Transportation 2017-2021
Improvement Programs
SW Dist. Hwy & Bridge Projects

Christian County Highway Map
1958-1959

General Christian County
Highway Map
1981 - 1983

Master Plan for
Terrell Creek
NO DATE

Christian County Map
Feb. 10, 2000

CC Highway Map
1974

VRC List for Maps/ Blueprints

VRC
45603461

Construction Plans
Johnson Road & Spring Hill Road
08/23/2007

Christian County
Road Districts

CC
Courthouse
Emergency Plans

Route P
Jan 26, 1993

Preparing Citizens for Unexpected
Poster

Anchor Hill Ranch Development
Low Water Culvert Crossing Plans 2004

City Utilities of Springfield
1988

County Road Districts
Prior 2017

General Highway map of
Taney County 1970
Lawrence County Map

Road Improvement Plans for
Nichols Road 2002

City Utilities of Springfield
Old
No Date Prior 2017

Map for the
Battle of Wilson's Creek, MO
1999

Renovations to the
Christian County
Courthouse 2003

Proposed Addition
& Remodel CC Justice Center
3-4-2009

Wilsons Creek
Low Water Crossing
Prior 2017

Nursing Home Plans
Old
No Date Prior 2017

Christian County Map
1948

Vicinity Map
Clever, Jamesville, Cody
8-12-81

South Ozark Land Use Map
No Date

EMA
Old CC Map

New facility for Christian County
Public Works
1998

River Downs
West Sewer Plant

City Utilities of Springfield
Proposed Gas & Water Main
10-26-1988

City Utilities of Springfield
Gas Construction Map
May 1990

Walnut Crossing Ditch
Improvements
2008

Bridge 143
Over James River

New Parking Lot
For the Christian County
Justice Center 2002

Replat of lots
Sparta Industrial Park
City of Sparta 3-14-2007

VRC

MALINDA YOUNG
CHRISTIAN COUNTY GOVERNMENT
100 WEST CHURCH STREET
ROOM 100
OZARK, MO 65721

STANDARD MONTHLY FEE	\$90.00
<hr/>	
STORAGE SUMMARY	
260 CONTRACTED CUBIC FEET	\$0.00
0.00 ADDITIONAL CUBIC FEET	\$0.00
ACTIVITY SUMMARY	
0 CONTRACTED ACCESSES PER MONTH	\$0.00
0 TOTAL ACCESSES	\$0.00
NEW BOX SUMMARY	
0 CONTRACTED INDUCTIONS PER MONTH	\$0.00
0 TOTAL NEW BOXES (for a total of 0.00 cubic feet)	\$0.00
DESTRUCTION SUMMARY	
0 CONTRACTED DESTRUCTIONS PER MONTH	\$0.00
0 TOTAL BOXES DESTROYED/PERM-OUT (for a total of 0.00 cubic feet)	\$0.00
0 CONTRACTED DESTRUCTION ROTATIONS PER MONTH	\$0.00
0 TOTAL DESTRUCTION ROTATIONS/LBS	\$0.00
DELIVERY SUMMARY	
0 CONTRACTED STANDARD DELIVERIES PER MONTH	\$0.00
0 TOTAL STANDARD DELIVERIES	\$0.00
OTHER SERVICES	
1 TOTAL CRE - Credit	\$-17.52
INVOICE TOTAL:	\$72.48

This invoice represents charges in advance for the "Standard Monthly Fee" which includes Contracted Storage and Services for 08/28/2017 to 09/24/2017 and charges in arrears for "Additional Storage" and any Service Transactions with a date from 07/31/2017 to 08/27/2017 inclusive.

Please Remit to: Vital Records Control of AR
P.O. Box 13154
Maumelle, AR 72113-3154
(501)374-7775

NET DUE: FIFTEEN (15) DAYS

RECEIVED
SEP 07 2017
COUNTY COMMISSIONER

VRC

MALINDA YOUNG
CHRISTIAN COUNTY GOVERNMENT
100 WEST CHURCH STREET
ROOM 100
OZARK, MO 65721

STANDARD MONTHLY FEE		\$90.00
STORAGE SUMMARY		
260 CONTRACTED CUBIC FEET		\$0.00
0.00 ADDITIONAL CUBIC FEET		\$0.00
ACTIVITY SUMMARY		
0 CONTRACTED ACCESSES PER MONTH		\$0.00
0 TOTAL ACCESSES		\$0.00
NEW BOX SUMMARY		
0 CONTRACTED INDUCTIONS PER MONTH		\$0.00
0 TOTAL NEW BOXES (for a total of 0.00 cubic feet)		\$0.00
DESTRUCTION SUMMARY		
0 CONTRACTED DESTRUCTIONS PER MONTH		\$0.00
0 TOTAL BOXES DESTROYED/PERM-OUT (for a total of 0.00 cubic feet)		\$0.00
0 CONTRACTED DESTRUCTION ROTATIONS PER MONTH		\$0.00
0 TOTAL DESTRUCTION ROTATIONS/LBS		\$0.00
DELIVERY SUMMARY		
0 CONTRACTED STANDARD DELIVERIES PER MONTH		\$0.00
1 TOTAL STANDARD DELIVERIES		\$15.00
OTHER SERVICES		
1 TOTAL CRE - Credit		\$-90.00
25 TOTAL NEW - 1.3 Flat Box Fee		\$73.75
TAX		\$6.27
INVOICE TOTAL:		\$95.02

This invoice represents charges in advance for the "Standard Monthly Fee" which includes Contracted Storage and Services for 07/31/2017 to 08/27/2017 and charges in arrears for "Additional Storage" and any Service Transactions with a date from 06/26/2017 to 07/30/2017 inclusive.

Please Remit to: Vital Records Control of AR
P.O. Box 13154
Maumelle, AR 72113-3154
(501)374-7775

NET DUE: FIFTEEN (15) DAYS

*Credit of \$17.52 to
appear on next Statement*

RECEIVED

AUG 07 2017

COUNTY COMMISSIONER

17.52



Nashville, TN 615-223-5501 Fax 615-223-5445
 Birmingham, AL 205-668-0554 Fax 205-668-0987
 Memphis, TN 901-363-6555 Fax 901-366-0440
 Charleston, SC 843-566-7850 Fax 843-566-7735
 Little Rock, AR 501-374-7775 Fax 501-374-7117
 Fort Myers, FL 239-337-4030 Fax 239-337-4055
 Jackson, MS 601-948-3753 Fax 601-948-7022
 Lexington, KY 859-253-3453 Fax 859-253-9448

FOR VRC USE ONLY - PLEASE COMPLETE ALL SECTIONS

ORDER TAKER: (VIA) ROUTE: 10 - Springfield
 bhorton (Email) DELIVERY TYPE / TIME: Regular (AM)
 DATE / TIME ORDER TAKEN: Tue, Jul 11 @ 3:19 pm CST
 COMMENTS: DEL 25 02S W/ BARCODES TO MALINDA. Labels 45603444 - 45603468

SERVICE ACTIVITY RECORD

REQUEST NUMBER

S1263085



CUSTOMER INFORMATION - PLEASE COMPLETE ALL SECTIONS

PERSON REQUESTING SERVICE: Malinda Young
 TELEPHONE NUMBER: 417-582-4300
 DEPARTMENT / COST CENTER: A (A) - Christian County Government
 NEED INV OR GREEN FORMS? YES
 DELIVER TO OR PICK UP FROM: MALINDA YOUNG
 COMPANY NAME: CHRISTIAN COUNTY GOVERNMENT
 ADDRESS (STREET, SUITE, FLOOR): Room 100, 100 West Church Street, Ozark MO 65721
 DELIVERY / PICK UP DATE: 07-12-2017
 IF OVER 20 BOXES GET DATE FROM ONE MANAGER
 ACCOUNT NUMBER: 1690

DELIVERY TO CUSTOMER

STATUS	BOX # / FB TYPE	BARCODE / COUNT	STATUS	BOX # / FB TYPE	BARCODE / COUNT
1			12		
2 FB	LET/LEG (02)	25	13		
3 L	VRF LABELS	25	14		
4			15		
5			16		
6			17		
7			18		
8			19		
9			20		
10			21		
11			22		

DELIVERED BY STATUS CODES

REQUESTED	B	F	FB 25	FM	P	M 25	TOTAL ITEMS REQUESTED
DELIVERED	B	F	FB 25	FM	P	M 25	50
			FB 25	FM	P	M 25	TOTAL ITEMS DELIVERED
							50

PICKED UP FROM CUSTOMER

TYPE	BOX NUMBER	BARCODE NUMBER	TYPE	BOX NUMBER	BARCODE NUMBER
1			12		
2			13		
3			14		
4			15		
5			16		
6			17		
7			18		
8			19		
9			20		
10			21		
11			22		

SUBTOTAL BY ITEMS

REQUESTED	NB	RB	RF	NF	D	0	TOTAL ITEMS REQUESTED
PICKED UP	NB	RB	RF	NF	D	0	TOTAL ITEMS PICKED UP

Malinda Young 7/12/17 10:30 AM
 AUTHORIZED CUSTOMER SIGNATURE DATE / TIME VRC EMPLOYEE SIGNATURE

[Signature] 7/12/17
 AUTHORIZED CUSTOMER SIGNATURE DATE / TIME VRC EMPLOYEE SIGNATURE

WHITE COPY - VRC RECORD COPY - YELLOW COPY - CUSTOMER



Nashville, TN 615-223-5501
 Birmingham, AL 205-688-0554
 Memphis, TN 901-383-8555
 Charleston, SC 843-586-7630
 Little Rock, AR 501-374-7775
 Fort Myers, FL 239-337-4030
 Jackson, MS 601-948-3753
 Lexington, KY 859-253-3453

Fax 615-223-5445
 Fax 205-668-0987
 Fax 901-368-0440
 Fax 843-586-7735
 Fax 501-374-7117
 Fax 239-337-4055
 Fax 601-948-7622
 Fax 859-253-9448

Page 1/1
 S1518593



FOR VRC USE ONLY - PLEASE COMPLETE ALL SECTIONS

ORDER TAKER: (VIA) ROUTE: 10 - Springfield
 gglaser (Phone)
 DATE/TIME ORDER TAKEN: Fri, May 04 @ 8:41 am CST DELIVERY TYPE / TIME: Regular (PM)
 COMMENTS: P/U OFFICE FURNITURE: 6 FILE CABINETS, 2 SM. DESKS, 1 STANDARD DESK, 6-8 CHAIRS. P/U 10 NB, P/U NB: 10

SERVICE REQUEST NUMBER RECORD

CUSTOMER INFORMATION - PLEASE COMPLETE ALL SECTIONS

PERSON REQUESTING SERVICE: Mallinda Young
 TELEPHONE NUMBER: 417-582-4300
 DEPARTMENT / COST CENTER: A (A) - Christian County Government
 NEED INV OR GREEN FORMS? NO
 DELIVER TO OR PICK UP FROM: Mallinda Young
 DELIVERY / PICK UP DATE: 05-11-2018
 COMPANY NAME: CHRISTIAN COUNTY GOVERNMENT
 ADDRESS (STREET, SUITE, FLOOR): 100 West Church Street
 Room 100
 Ozark MO 65721

DELIVERY TO CUSTOMER

STATUS	STATUS CODES	U UNAVAILABLE	D - BOX DESTROYED	F - COMPUTER PRINTOUT
B - BOX	O - ITEM OUT TO CUSTOMER	M - MISCELLANEOUS	L - RFID LABELS	
F - FILE	A - INVALID NUMBER			
1	12	12		
2	13			
3	14			
4	15			
5	15			
6	17			
7	18			
8	19			
9	20			
10	21			
11	22			

SUBTOTAL BY STATUS CODES

REQUESTED	B	F	FB	FM	P	M	O	TOTAL ITEMS REQUESTED
DELIVERED	B	F	FB	FM	P	M	O	0

PICKED UP FROM CUSTOMER

ITEM TYPE CODE	D - TO BE DESTROYED	O - OTHER	BARCODE NUMBER
1	12		45603444
2	13		45603455
3	14		11 516
4	15		11 57
5	16		
6	17		
7	18		
8	19		
9	20		
10	21		
11	22		

SUBTOTAL BY ITEMS

REQUESTED	NB	IO	FB	RF	NF	D	O	TOTAL ITEMS REQUESTED
PICKED UP	NB	IO	FB	RF	NF	D	O	14

Handwritten notes:
 1 - Large desk
 2 - Small desks
 7 - File cabinets
 10 - Chairs

AUTHORIZED CUSTOMER SIGNATURE: *Mallinda Young* DATE/TIME: 5/11/18 2:20
 AUTHORIZED CUSTOMER SIGNATURE: *Dana Cox* DATE/TIME: 5-11-18 2:20
 VRC EMPLOYEE SIGNATURE: _____ DATE/TIME: _____
 WHITE COPY - VRC RECORDS COORDINATOR YELLOW COPY - CUSTOMER



SERVICE/LEASE AGREEMENT FOR RECORD STORAGE/DESTRUCTION/IMAGING SERVICES

ACCOUNT NO: _____

CUSTOMER: Christian County Government EFFECTIVE DATE: July 1st 2017

MAILING ADDRESS: 100 West Church St. Rm. 100 Ozark, MO ZIP: 65721

In consideration of Vital Records Control, Inc., and/or Vital Records Control of Arkansas, Inc., and/or Vital Records Control of South Carolina, Inc., and/or Vital Records Control of Florida, LLC, and/or Vital Records Control of Mississippi, LLC, and/or Vital Records Control of KY, LLC, and/or Vital Records Control of AL, LLC, and/or Vital Records Control of TN, LLC (herein called collectively, "Vital Records") having agreed to provide storage space and/or destruction services (including but not limited to on-site shredding services) and/or imaging services (including, but not limited to, imaging, microfilm, microfiche and related services) for a period of sixty months from the Effective Date hereof, the Undersigned (hereinafter called "Customer") agrees to store its magnetic tapes, films, microfilms, microfiche, records, documents, or related material ("Materials") in facilities provided by Vital Records. Vital Records agrees to accept the Materials for storage at its facilities, subject to the following agreements, conditions and requirements.

1. RENTAL — Customer shall pay Vital Records rent monthly in advance for the term of this contract at a price to be agreed upon based on the volume of items anticipated to be stored and/or serviced as of the date of this Agreement, as set forth in Exhibit A attached, with additional charges to be billed monthly for volume over and above the anticipated amount and for other services which may from time to time be performed by Vital Records at the request of Customer, such charges to be due and payable upon receipt of invoices. All charges under this Agreement may increase by a minimum of five percent at time of extension. A finance charge of one and one half percent per month will be added to any balance not paid within fifteen days from receipt of invoice.

2. OWNERSHIP; WARRANTY — All items stored with Vital Records by Customer under this Agreement shall be and remain the property of the Customer and will be returned to the Customer upon written request from Customer. Customer warrants that Customer has full authority to control and store any items stored under this Agreement or under any extensions hereof or amendments hereto, and warrants that Customer will not store items belonging to others except by written agreement with Vital Records.

3. AUTHORITY TO STORE, WITHDRAW OR INSPECT — Unless otherwise specified in writing to Vital Records in a timely manner, Vital Records is authorized to permit any employee of Customer to store and/or withdraw Materials. Vital Records shall be indemnified and held harmless by Customer for all such storage or withdrawals of Materials by any employee of Customer, except for gross negligence of Vital Records in the storage or withdrawal of Materials.

4. HAZARDOUS OR ILLEGAL ITEMS — Customer agrees that it shall in no event store any materials or substances which are defined as 'hazardous' under CERCLA or other similar federal, state or municipal laws or ordinances or regulations and additionally, shall in no event store any items which are contraband or illegal or otherwise prohibited by applicable law or ordinance nor shall Customer use the facilities for any such purposes.

5. LIABILITY — (a) Vital Records shall be liable for loss or damage to items stored, serviced, shredded or maintained under this agreement only when such loss or damage is due solely to the negligence of Vital Records in which event the liability of Vital Records shall be subject to the following limitations:

In the event the damaged items consist of media excluding paper records, Vital Records liability is expressly limited to replacement of the media which is damaged or destroyed without any consideration or value whatsoever given to any data or information which may be stored on said media.

In the event the damaged items consist of boxes of paper records, Vital Records shall have no liability for claims, loss or damage, alleged or incurred as a result of or attributable to the data or information which may be contained in such paper records.

In no event shall Vital Records be liable for costs or damages relating from: (a) lost business; (b) inability to collect accounts receivable, (c) retrieving, locating or recreating data; or for any special, consequential or punitive damages; or any other costs of any nature whatsoever resulting from the loss, destruction or misdirection of any item stored under this Agreement.

In no event shall Vital Records be liable for loss, damage or destruction resulting from natural deterioration of the items stored under this Agreement, whether from the maintenance performed by Vital Records or otherwise, or from acts of God, strikes, labor disputes, acts of government, riots, or other causes beyond the control of Vital Records.

In no event shall Vital Records be liable for loss or damage resulting from or associated with incorrect inventorying, deterioration, or mutilation of items not inventoried or packaged for storage by Vital Records.

In no event shall Vital Records be liable for damage noted on its rental receipts, maintenance receipts or for losses due to or resulting from such damages or defects.

Any claims against Vital Records must be in writing and must be received by Vital Records within fourteen (14) days after withdrawal of affected items; otherwise, Vital Records shall not be liable whatsoever with respect to such property.

The Customer acknowledges that Vital Records presently has in effect and shall maintain casualty and extended coverage insurance covering loss or damage to the Customer's property incurred as a result of the negligence of Vital Records in an aggregate amount of at least \$250,000.00 per casualty. Customer acknowledges and agrees, by execution of this agreement that the liability of Vital Records for claims, loss or damage incurred by Customer as a result of a casualty involving damage to Customer's property shall in no event exceed and is expressly limited to the available insurance proceeds, irrespective of the number of Customers claiming entitlement to such insurance proceeds or the adequacy or availability of such insurance proceeds and Customer shall look solely to the insurance proceeds to recover such losses, howsoever caused.

6. WAREHOUSE RECEIPT — Customer understands that Vital Records is not a public warehouse and does not issue "warehouse receipts." Any rental receipts issued by Vital Records will be non-negotiable.

7. DELIVERY AND REMOVAL — Vital Records may agree from time to time to transport items stored under this Agreement to or from its facilities for Customer or Customer's designee if so requested by Customer, at rates to be determined. All references herein to the limitations on Vital Record's liability for items stored under this Agreement shall be applicable whether the alleged damage or loss occurs while the items are in storage in Vital Record's facilities or in the process of being transported to or from such facilities. All packing material and containers must meet the systems specifications required by Vital Records. Moreover Vital Records shall not be liable for any damages whatsoever, of any kind or nature, resulting from or arising out of the failure or omission to make timely pick-up, or delivery of such items or the failure or omission to perform any such service. Additionally, Vital Records shall charge a permanent removal fee in the amount of three dollars per item in addition to other applicable charges in the event any items are removed from the Vital Records system (excluding destruction). All charges for such transporting will be billed monthly and payable upon receipt of invoices by Customer.

8. NON-PAYMENT — If Customer fails to pay any fees or charges of Vital Records for services hereunder within a period of thirty (30) days, Vital Records may suspend all services and refuse access to stored materials. If Customer fails to pay fees or charges for a period of sixty (60) days, Vital Records may, at its option, after giving notice to Customer by certified mail, sell any or all of the deposits and containers as scrap and apply the proceeds thereof to the sums due and/or destroy the deposits all without liability to Vital Records. Nothing herein shall preclude Vital Records from recourse to other legal remedies available to it. Also, Vital Records may hold and/or refuse access to stored materials until all contractual and/or monetary issues are resolved.

9. DEFAULT & TERM OF AGREEMENT — In the event that Customer fails to pay rent or other assessments due hereunder to Vital Records or otherwise violates any covenant, condition or provision set forth in this Agreement, such actions constitute a default under the terms of this agreement. In the event of default Customer shall pay all costs of collection or enforcement of the terms of this Agreement, including reasonable attorney's fees. All installments remaining for the term of this contract, at the option of Vital Records without demand or notice, shall immediately become due and payable, upon default of the Customer to the terms of this contract. The term of this Agreement shall be as above noted, and it shall be automatically extended for successive terms of sixty months. The Agreement may be terminated at the expiration of the initial term or at the expiration of any successive term by either party upon written notice, sent by certified mail, which is received by the other party at least ninety days prior to the expiration of the term.

10. ITEMS HEREAFTER ADDED — All terms and conditions of this Agreement shall apply to any items now or hereafter stored at Vital Records by Customer.

11. CONFIDENTIALITY — Vital Records and Customer agree to keep the terms and conditions of this Agreement confidential between the parties and not to disclose the terms and conditions of this Agreement to unrelated third parties. Inventory systems, bar coding and other material handling and storage procedures for Materials are proprietary property of Vital Records, and Customer agrees not to disclose any such information it may receive relative to storage to Materials with Vital Records to unrelated third parties.

12. AMENDMENTS — All amendments, supplements, modifications, or waivers relative to this Agreement must be in writing and duly signed by authorized representatives of Customer and Vital Records.

13. ENTIRE AGREEMENT — Except as herein provided, this Agreement is the entire Agreement between Vital Records and Customer, and supersedes all previous agreements between them with respect to the subject matter hereof.

CUSTOMER Christian County VITAL RECORDS
By: Leo Snelling 07/07/17 By: [Signature] 6-27-2017
Date Date

Vital Records and Customer hereby certify that all property stored under this Agreement has been withdrawn and is in the care and custody of Customer, and this Agreement is hereby no longer in force.

CUSTOMER _____ VITAL RECORDS
By: _____ By: _____
Date: _____ Date: _____

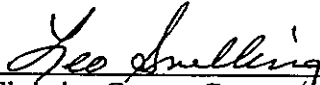
EXHIBIT B

Attached and made a part of lease agreement dated July 1st 2017 between Christian County Government and Vital Records Control of Arkansas LLC ("VRC")


INITIAL MOVE-IN SUMMARY

Cost per box- \$2.50 per box
Cost per box/with Re-Pack/Pack-out- \$5.00

NOTE: VRC defines "re-packs" as moving files from one location or container to VRC boxes. At that time the boxes are labeled with the original description of contents. VRC defines "pack-outs" as completely removing all contents from another location (i.e. open shelves, file cabinets, etc.) labeling, and packing all contents in VRC boxes.



Christian County Government Date 7-7-17



Vital Records Control of Arkansas Date 6-27-2017

EXHIBIT A

Attached and made a part of the Service/Lease Agreement dated July 1st 2017, between Christian County Government ("Customer") and Vital Records Control of AR ("VRC")

STANDARD MONTHLY FEE: \$90.00

This standard monthly fee includes:

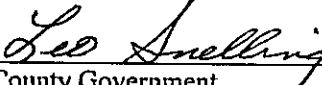
- Secured Standard Storage of two hundred and sixty cubic feet.
- Monthly Destruction Reports
- VitalRF® Barcode labels
- VRC will provide Customer needed users for the VitalWeb® System to be used for viewing, printing, research, ordering, etc. subject to the terms of the VitalWeb® user/software license agreement.

The below listed items are only in effect if the above listed storage and/or services included in the Standard Monthly Fee are exceeded. Additionally, any items listed below, but not included in the standard monthly fee, will be billed according to usage on a monthly basis.

- 1.) Storage above two hundred and sixty cubic feet will be forty cents per cubic foot per month.
- 2.) For any regular pick-up and delivery, the charge will be fifteen dollars per delivery. A regular delivery is defined as follows:
 - (a) Requests received by VRC before 10:00 a.m. Monday through Friday will be delivered locally by VRC before 4:00 p.m. of the same day.
 - (b) Requests received by VRC before 3:00 p.m. Monday through Friday will be delivered locally by VRC before 12:00 p.m. the following business day.


NOTE: Requests for delivery or pick-up that exceed 20 boxes may require additional time for servicing. Said additional time will be reasonable and mutually agreed upon by Customer and VRC.
- 3.) Additional/priority deliveries will be twenty-five dollars instead of the normal fifteen dollars. An additional delivery is defined as follows.
 - a. Request called in after 10:00 a.m. Monday-Friday, requiring same day service
 - b. Special deliveries other than by set terms
- 4.) Emergency deliveries will be sixty dollars instead of the regular delivery price of fifteen dollars. An emergency delivery is defined as follows.
 - (a) Requests requiring a two (2) hour or less delivery response.
 - (b) Requests for deliveries to be made other than Monday through Friday 8:00 a.m. to 5:00 p.m.
 - (c) Special deliveries other than by set terms.
- 5.) VitalScan® services are available to Customer on a per file basis. VitalScan® includes reasonable prepping and scanning of the file requested. VitalScan® services will be ten cents per page with a five dollar minimum per file scanned. A VitalScan® service/delivery is defined as follows:
 - (a) Requests received by VRC before 10:00 a.m. Monday through Friday will be scanned and delivered by VRC before 4:00 p.m. of the same day.
 - (b) Requests received by VRC before 3:00 p.m. Monday through Friday will be scanned and delivered by VRC before 12:00 p.m. the following business day.

- 6.) Accesses will be three dollars per box, in or out.
- 7.) Induction (new storage) will be two dollars per box (If applicable, please see Exhibit 'B' for initial move-in).
- 8.) Destruction/Permanent Removal will be three dollars per box.
- 9.) Repacking of boxes will be three dollars per box. This fee does not include the cost of the flat box.
- 10.) Purchase of a 1.3 cubic foot flat box is two dollars and ninety-five cents per box. Purchase of a 2.7 cubic foot flat box is four dollars and ninety-five cents per box.
- 11.) Optional Services available to Customer (quoted as requested)
 - (a) VitalShred® Destruction Services
 - 1.) One-time projects
 - 2.) Scheduled bin rotation
 - 3.) On-site or off-site services available
 - (b) VitalScan® Imaging Services
 - 1.) Backlog document conversion projects
 - 2.) Daily/Weekly/Monthly scanning services
 - 3.) On-site or off-site services available
 - (c) Indexing Services
 - 1.) File indexing for medical, personnel, legal, and more
 - 2.) Upload/Merge of Customer provided data into VitalWeb®
 - (d) Packing Services
 - 1.) Records relocation projects
 - 2.) Filing projects



Christian County Government

7-7-17
Date



Vital Records Control of Arkansas LLC

6-27-2017
Date

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and affixed their seals this 7th day of July, 2017 at Christian County, Missouri.

DATED: 7/7/17

Ray Weter
Ray Weter, Presiding Commissioner

DATED: 7/7/17

Hosea Bilyeu
Hosea Bilyeu, Western Commissioner

DATED: 7/7/17

Ralph Phillips
Ralph Phillips, Eastern Commissioner

COUNTY CLERK:

Norma Ryan
Kay Brown



Auditor Certification:

I certify that the expenditure contemplated by this document is within the purpose of the appropriation to which it is to be charged and that there is an unencumbered balance of anticipated revenue appropriated for payment of same.

Lacey Hart 7/6/17
Lacey Hart
Christian County Auditor

APPROVED AS TO FORM:

John W. Housley
John W. Housley, Attorney at Law
901 St. Louis Street 20th Floor
Springfield, MO 65806
Phone: 417-866-7777
Fax: 417-866-1752

RE: VRC Agreement

Control# VRC - Underground Storage Record Retention
45603444 Requisitions 2002 (part 1)

45603445 Requisitions 2002 (part 2) and 2003

45603446 Requisitions 2004 (part 1)

45603447 Requisitions 2004 (part 2) and 2005 (part 1)

45603448 Requisitions 2005 (part 2), 2014, 2015 and 2016
2013 Delivered Requisitions checklists.
2015 Walmart, Lowe's and Sam's receipts.

45603449 Requisitions Jan. 2017 - Jun. 2017
Record of money received by Commission Office
Feb. 2010 - Dec. 2014

45603450 Legal - Litigation Case Files A-M GSD58

45603451 Legal - Litigation Case Files M-Z GSD58
Legal - Legal Opinions - GSD59

VRC -UNDERGROUND STORAGE

RECORD RETENTION

<u>CONTROL #</u>	<u>DESCRIPTION</u>	<u>TAG</u>
45603444		
45603445		
45603446		
45603447		
45603448		
45603449		
45603450		
45603451		
45603452		

Label according to type of documents and date range.

Example: Requisitions 2016-2017

Correspondence

Right of Ways

Highway Department