

06/23/2026
 Madison County Chancery Clerk
 Attn: Ronny Lott
 146 W Center St
 Canton, MS 39046

Dear Ronny Lott,

This Letter of Authorization (“LOA”) will confirm the Madison County Chancery Clerks’ request for the following printing services at the price(s) indicated below:

Certified Notices

Description	Pricing*
<ul style="list-style-type: none"> #10 showcase window envelope 8.5 x 11 letter, 1-sided, black print, white stock Cover sheet containing all postal information All processing, printing, and mailing services therein, including DivcoData’s Veri-Cert program which provides Electronic Return Receipts in a bookmarked searchable PDF format delivered via email approximately 4 weeks after mailing and an excel list with tracking numbers sent at the time of mailing 	500+ pieces = \$1.70/ea 499 pieces or less = \$1.90/ea
<i>*Pricing does not include postage, which is required prior to mailing date</i>	
Set-up Fee per File	\$175.00
Postage estimate will be sent prior to each mailing Est. Number of Certified Landowner Notices: 1,028 Est. Mail Date: June Est. Number of Certified Lienor Notices: 197 Est. Mail Date: June	

Additional Services and Add-Ons

Description	Pricing	Initials for Approval
PDF file of notices in a single file format	\$125.00 per mailing	
PDF File of notices as individual PDFs	\$125.00 per mailing plus \$0.01 per converted PDF notice	

We strongly encourage you to have your data files "process ready". Though not preferred, our Data Dept. can assist, should your data require calculations, modifications, re-writes, etc. If this is the case an additional fee of \$125.00 per hour will be reflected in the services portion of your DivcoData Invoice. Processing of additional data files due to client issues will incur additional charges. In some occurrences this may delay your expected mail date(s), please consult with your DivcoData Account Manager and/or Account Executive.

Postage is to be pre-paid by the County based on an estimate provided by Diversified (DivcoData). Any difference between actual postage and estimated postage will be reconciled on the final invoice for services.

The term of this Agreement will begin on the date of this Agreement and will remain in full force and effect for 24 months from the date of the Agreement, subject to earlier termination as provided in this Agreement, with the said term being capable of extension by mutual written agreement of the parties. In the event that either party wishes to terminate this Agreement, that party will be required to provide a notice period of 90 days.

Acceptance

Accepted: Diversified Companies, LLC (DivcoData)
By: Sarah Beth McCarter
Title: Account Executive
Date: 06/23/2026

Accepted: Madison County Chancery Clerk
By: _____
Title: _____
Date: _____