

September 26, 2022

Mar Ladney

Supervisor, Animal Care Services  
Garden Grove Public Works

Dear Mark,

On behalf of PetData, I would like to confirm that PetData is willing to extend the pricing from the San Mateo County, CA Agreement (Resolution No. 078994), dated June 28, 2022 to the City of Garden Grove. In addition, per the request from Garden Grove, PetData will continue to use the same database and banking processes that are currently in use with Garden Grove. The present structure is detailed below:



*License data is recorded in PetData's database, and is available to the City via PetAccess. The data is not currently transferred to a City database. Should the City wish to change the procedure during the term of the contract, PetData will work with the City to provide the data on a regular basis.*

*Licensing fees and any other amounts that are collected by PetData for the benefit of the City of Garden Grove are deposited into a bank account established and maintained by Garden Grove.*

*PetData deposit process includes the following:*

- a) Fees received by check are deposited into a City of Garden Grove bank account. A deposit report is sent to designated Garden Grove staff within 1 business day of deposit.*
- b) Fees received via charge card payments are deposited to PetData's merchant account and paid to the City via a deposit to the City's bank account once a month. A deposit report is sent to designated Garden Grove staff by the tenth business day of the following month.*

*Within 15 business days after the end of each calendar month, PetData submits to Garden Grove an invoice with supporting documentation for the compensation due to PetData for that month. Garden Grove pays PetData the invoiced amount by means of check, ACH payment or other form of payment acceptable to Garden Grove and PetData within 30 days after the date PetData submits the invoice. Invoices are submitted electronically to the email address that Garden Grove provides PetData for the submission of invoices.*

Thank you for the opportunity to continue working together. We value the relationship and we look forward to working together for many years. If you have any questions, please feel free to contact me at [mseay@petdata.com](mailto:mseay@petdata.com) or 1-888-738-3463, x516.

Sincerely,

A handwritten signature in black ink that reads "Marilee Seay". The signature is written in a cursive, flowing style.

Marilee Seay  
VP and COO  
PetData