



Lorraine S. Merrill, Commissioner

Shracking

June 13, 2013

Her Excellency, Governor Margaret Wood Hassan And the Honorable Council State House Concord, NH 03301

Dear Governor Hassan and Honorable Council:

REQUESTED ACTION

Authorize the New Hampshire Department of Agriculture, Markets & Food to enter into a retroactive sole source agreement with Comcast Spotlight, 2 Bedford Farms, Bedford, NH 03110. (Vendor Code: 176076 R001) for the period from May 17, 2013 to August 15, 2013 in the amount of \$9,926.00 to develop and implement a plan to air a series of 30-second television spots for the purpose of promoting the state's agriculture industry and encouraging the purchase of local products. 100% Other Funds.

Funding is available in account, IT-Risk Mgt/Crop Insurance, as follows:

02-18-18-185010-28240000 IT-RISK MGT/CROP INSURANCE

OBJECT

CLASS

ACCOUNT

FY2014

069-500567

Promotional Marketing

\$9,926.00

EXPLANATION

The request is retroactive because there was a delay on the contractor's part with completing the documents/support materials and returning them to the department.

The New Hampshire Department of Agriculture, Markets & Food has developed a series of 30-second television spots designed to build awareness of the state's agricultural industry and encourage the purchase of locally produced products. These funds are being used to air the spots on local television and cable networks. It is the Department's goal to have these ads seen throughout the state. This is a sole source contract because the contractor provides exclusive access to specific television networks and viewer demographics. The timely showing of this series will help boost New Hampshire's farm economy.

Respectfully Submitted,

Lorraine S. Merrill Commissioner

PO Box 2042

Subject:

TV Advertising

FORM NUMBER P-37 (version 1/09)

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION.						
1.1 State Agency Name	1.2 State Agency Address					
NH Dept. of Agriculture, Markets & Food	PO Box 2042, Cancard, NH 03302					
1.3 Contractor Name	1.4 Contractor Address					
Comcast Spotlight VC*176076 R001	2 Bedford Farms, Bedford, NH 03110					
1.5 Contractor Phone 1.6 Account Number	1.7 Completion Date 1.8 Price Limitation					
Number 603-520-2373 28240000-5000567/ 5000247	August 15, 2013 \$9926.00					
1.9 Contracting Officer for State Agency	1.10 State Agency Telephone Number					
Lorraine S. Merrill	603-271-3788					
1.11 Contractor Signature	1.12 Name and Title of Contractor Signatory					
Maly	Mark Coffey, Sr Director of Finance					
1.13 Acknowledgement State of Massachusetts, County of Norfolk						
On May 17, 2013, before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.						
1.13.1 Signature of Notary Public or Justice of the Peace						
/voie laure						
[Seal] 1.13.2 Name and Fitle of Notary or Justice of the Peace						
Trans and Telephinology of Subsides of the Feder						
1.14 State Agency Signature	1.15 Name and Title of State Agency Signatory					
-Lo-Shend	Lorraine S. Merrill, Commissioner					
1.16 Approval by the N.H. Department of Administration, Division	on of Personnel (if applicable)					
Ву:	Director, On:					
1.17 Approval by the Attorney General (Form, Substance and Execution)						
By: Unic. Bru	On: 6/27/13					
1.18 Approval by the Governor and Executive Council						
Ву:	On:					

2. EMPLOYMENT OF CONTRACTOR/SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT A which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, this Agreement, and all obligations of the parties hereunder, shall not become effective until the date the Governor and Executive Council approve this Agreement ("Effective Date"). 3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Contractor notice of such termination. The State shall not be required to transfer funds from any other account to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT B which is incorporated herein by reference.
5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. In addition, the Contractor shall comply with all applicable copyright laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination. 6.3 If this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all the provisions of Executive Order No. 11246 ("Equal Employment Opportunity"), as supplemented by the regulations of the United States Department of Labor (41 C.F.R. Part 60), and with any rules, regulations and guidelines as the State of New Hampshire or the United States issue to implement these regulations. The Contractor further agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.



8. EVENT OF DEFAULT/REMEDIES.

- 8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):
- 8.1.1 failure to perform the Services satisfactorily or on schedule:
- 8.1.2 failure to submit any report required hereunder; and/or 8.1.3 failure to perform any other covenant, term or condition of this Agreement.
- 8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions: 8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination; 8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;
- 8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or
- 8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

- 9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.
- 9.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.
 9.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.
- 10. TERMINATION. In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination

Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

11. CONTRACTOR'S RELATION TO THE STATE. In

the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the N.H. Department of Administrative Services. None of the Services shall be subcontracted by the Contractor without the prior written consent of the State.

13. INDEMNIFICATION. The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

- 14.1 The Contractor shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:
- 14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$250,000 per claim and \$2,000,000 per occurrence; and
- 14.1.2 fire and extended coverage insurance covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property. 14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.
- 14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than fifteen (15) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be

attached and are incorporated herein by reference. Each certificate(s) of insurance shall contain a clause requiring the insurer to endeavor to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than ten (10) days prior written notice of cancellation or modification of the policy.

15. WORKERS' COMPENSATION.

- 15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("Workers' Compensation").
- 15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.
- 16. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.
- 17. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.
- **18. AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire.

19. CONSTRUCTION OF AGREEMENT AND TERMS.

This Agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual

intent, and no rule of construction shall be applied against or in favor of any party.

- **20. THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
- 21. HEADINGS. The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.
- **22. SPECIAL PROVISIONS.** Additional provisions set forth in the attached EXHIBIT C are incorporated herein by reference.
- 23. SEVERABILITY. In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.
- **24. ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Agreement and understanding between the parties, and supersedes all prior Agreements and understandings relating hereto.



Exhibit A

The contractor will develop a schedule and air existing 30-second TV ads to promote the purchase of New Hampshire agricultural products. The spots will air during May-July 2013. The ads will also we shown on the contractor's website.

Exhibit B

The contractor will be paid within thirty days upon submission of an invoice and report of airings of the radio spots. The contract amount shall not exceed \$9,926.00.

Exhibit C

No changes or additions.

Initial Date 5/17/13

State of New Hampshire Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that COMCAST SPOTLIGHT, INC. a(n) Delaware corporation, is authorized to transact business in New Hampshire and qualified on March 22, 2004. I further certify that all fees and annual reports required by the Secretary of State's office have been received.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 4th day of April, A.D. 2013

William M. Gardner Secretary of State

Certificate of Authority

[, Frederick L Davis	, Finance Manager	of the Comcast Spotlight NCD
(name)	(title)	(business/organization)
do hereby certify that:		,
1. Mark Coffey	is the duly	y elected Senior Finance Director ;
(name of person being		(title)
2. the Comcast Spotlight NCD		agreed to accept funds to enter into a contract
(business/organiza	· ·	
	Hampshire, Departn	nent of Agriculture, Markets & Food;
3. the Comcast Spotlight NCD		further authorizes the Sr Finance Director
(business/organ		(title from 1. above)
to execute any docume	_	· · · · · · · · · · · · · · · · · · ·
		nulled, or amended in any manner whatsoever,
and remains in full for		
		to and now occupies the office indicated above:
		d Collections, Comcast Spotlight NCD
(name o	of person being certi	fied in 1. above, title)
N WITNESS WHEREOF, I I	nave hereunto set my	<u> </u>
2		(title) is 15 day of May 2015
Comcast Spotlight NCD		is $\underline{^{15}}$ day of $\underline{^{May}}$, $20\underline{^{16}}$.
(Business/organization	1)	
	7	1000
	_ fr	(signature)
		(signature)
	D. 1. 137	Evil (d. 1 Bart)
	Printed Nam	e: Frederick L Davis
State of Michigan County of Oakland		
State of 1000000	,	
County of Oak land		
om this 15 day of 11 a	11 20 12 hafa	mama Taul Daile
and and a frage managed the	, 20 (3, belo	ore me <u>Fred Davis</u> the who langer of the <u>Compast Spotlight</u>
indersigned officer, personally	y appeared	wno chiha a h Caalii alah
icknowledged nim/nersell to t	be the <u>Finance M</u>	anager of the Compact Spottight
he purpose therein contained.		so to do, executed the forgoing instrument for
ne purpose therein contained.		
n witness where of I have est	my hand and afficia	stand 4
n witness whereof, I have set	my nanu and omiana	nscal.
L. RIDER	$\mathcal{J}V$	`` (\\ 1
NOTARY PUBLIC, STATE OF MI		A COOL
COUNTY OF OAKLAND MY COMMISSION EXPIRES Nov 28, 2018	Justice of the	Peace/Notary Public
ACTING IN COUNTY OF	a	
(Seal)	Commission	Expiration Date:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 04/12/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA INC.		CONTACT NAME:				
1717 Arch Street		PHONE (A/C, No, Ext):	FAX (A/C, No):			
Philadelphia, PA 19103-2797		E-MAIL ADDRESS:				
Attn: Comcast.Certs@marsh.com Fax: 212-9	0360	INSURER(S) AFFORDING COVERAGE	NAIC #			
05194 -ALL-GAWU-12-13		INSURER A: ACE American Insurance Company	22667			
INSURED	/	INSURER B : ACE Property And Casualty Ins Co	20699			
COMCAST CABLEVISION OF THE SOUTH, II 30700 TELEGRAPH RD., SUITE 4600	NC	INSURER C: Indemnity Ins Co Of North America	43575			
BINGHAM FARMS, MI 48025		INSURER D:				
		INSURER E :				
		INSURER F:				
001/554.050			MDED:			

COVERAGES CERTIFICATE NUMBER: CLE-003933814-01 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

NSR LTR	TYPE OF INSURANCE		SUBR		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	s	
	GENERAL LIABILITY						EACH OCCURRENCE	\$	4,900,00
Α	X COMMERCIAL GENERAL LIABILITY			XSL G27014598	12/01/2012	12/01/2013	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	4,900,00
	CLAIMS-MADE X OCCUR						MED EXP (Any one person)	\$	10,00
							PERSONAL & ADV INJURY	\$	4,900,00
	X \$100,000 SIR		!				GENERAL AGGREGATE	\$	25,000,00
	GEN'L AGGREGATE LIMIT APPLIES PER:		!				PRODUCTS - COMP/OP AGG	\$	6,000,00
	X POLICY PRO- JECT LOC	i	!		ļ			\$	
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$	10,000,00
Α	X ANY AUTO		:	ISA H08712773	12/01/2012	12/01/2013	BODILY INJURY (Per person)	\$	
	ALL OWNED SCHEDULED AUTOS				1	1	BODILY INJURY (Per accident)	\$	
	HIRED AUTOS NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	\$	
								\$	
	X UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	\$	5,000,00
В	EXCESS LIAB CLAIMS-MADE			XOO G27049175	12/01/2012	12/01/2013	AGGREGATE	\$	5,000,00
	DED RETENTION\$]	ĺ					\$	
С	WORKERS COMPENSATION			WLRC47127075 (AOS)	12/01/2012	12/01/2013	X WC STATU- OTH-		
Α¦	AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE		,	WLRC47127087 (CA)	12/01/2012	12/01/2013	E.L. EACH ACCIDENT	\$	2,000,00
Α	OFFICER/MEMBER EXCLUDED? N (Mandatory in NH)	N/A		WLRC47127099 (MN)	12/01/2012	12/01/2013	E.L. DISEASE - EA EMPLOYEE	\$	2,000,00
Α	If yes, describe under DESCRIPTION OF OPERATIONS below		1	SCFC47127105 (WI)	12/01/2012	12/01/2013	E.L. DISEASE - POLICY LIMIT	\$	2,000,00
			!						
			i I						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: GENERAL BUSINESS

NEW HAMPSHIRE DEPT OF AGRICULTURAL IS INCLUDED AS ADDITIONAL INSURED WITH RESPECT TO GENERAL LIABILITY POLICY AND AUTOMOBILE LIABILITY POLICY WHERE REQUIRED BY WRITTEN CONTRACT WITH THE NAMED INSURED. \$100,000 PER OCCURRENCE SELF INSURED RETENTION APPLIES ONLY TO THE ABOVE GENERAL LIABILITY POLICY.

CERTIFICATE HOLDER	CANCELLATION				
NEW HAMPSHIRE DEPT OF AGRICULTURAL 25 CAPITAL ST CONCORD, NH 03302-2042	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.				
	AUTHORIZED REPRESENTATIVE of Marsh USA Inc.				
	Manashi Mukherjee Manashi Mukherjee				