



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF CULTURAL RESOURCES

Division of Arts, Division of Historical Resources,  
Division of Libraries, Film and Television Office  
Office of Curatorial Services

*American Canadian French Cultural Exchange Commission,  
Administratively Attached*

**Van McLeod, Commissioner**



October 18, 2013

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council

State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

The Department of Cultural Resources, Division of the Arts, requests permission to award Public Value Partnership Grant in the amount of \$13,000.00 to the Peterborough Players, to strengthen their capacity for affordable diverse arts programs to New Hampshire residents and visitors, effective upon Governor and Council approval through June 30, 2014.  
100% Federal Funds.

Funds are available in the account titled Federal Arts Partnership Grant as follows:

01-34-34-341010-1255000-072-500575 Grants Federal **FY14**  
\$13,000

**EXPLANATION**

Public Value Partnerships are awarded to nonprofit arts organizations, with a minimum of 5 years of continuous arts programming and professional staffing, to strengthen their capacity for offering affordable, diverse arts program to New Hampshire's residents and visitors. Grant categories and deadlines are advertised through the divisions' website, social media and electronic newsletters.

At a recent meeting, the Arts Council Board unanimously voted to accept the Arts Division's Public Value Partnership Review Panel's recommendations for the partnerships based on its funding priority ranking within a competitive review. The six-member peer panel, facilitated by an Arts Councilor, considered 17 criteria to arrive at a consensus ranking for each application. Each panelist is advised, both individually and collectively, of their obligation to disclose any conflict of interest and themselves from assessment if a conflict is present. The evaluative criteria range from the administrative capacity of the organization, artistic quality, strategic planning, to community impact and accessibility.

Should Federal Funds become no longer available General Funds will not be requested to support this program.

Respectfully submitted,

Van McLeod  
Commissioner



NEW HAMPSHIRE STATE COUNCIL ON THE ARTS GRANT AGREEMENT

This agreement between the State of New Hampshire, New Hampshire State Council on the Arts (hereinafter "Council") and Peterborough Players Inc. (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

- GRANT PERIOD: FY2014/2015**
- OBLIGATIONS OF THE GRANTEE:**
  - The Grantee agrees to accept \$13,000.00 and apply it to the program(s) described in the grant application and approved budget referenced above. In the performance of this grant agreement, the Grantee is in all respects an independent contractor and is neither an agent nor employee of the State.
  - Funding credit including Council logo must appear in all programs, publicity, and promotional materials. The following wording and Council logo should be used:



**Peterborough Players Inc. is supported in part by a grant from the New Hampshire State Council on the Arts & the National Endowment for the Arts.**

- The Grantee agrees to provide up to two (2) complimentary tickets/admissions as requested for site visits by appropriate Council staff/evaluators.
  - The Grantee agrees to abide by the limitations, conditions and procedure outlined herein and in the attached appendices. If appropriated funds for this grants program are reduced or terminated, all payments under this grant may cease. That determination rests within the sole discretion of the Council.
- PAYMENT** will be made following the receipt and execution of all required documents and approval of the Governor and Executive Council
  - FINAL REPORT:** The Grantee agrees to submit a final financial and narrative report on a form provided by the Council no more than 30 days after the end of the grant period. **Failure to submit the final report will render the Grantee ineligible for Council funding for two years.**
  - SOVEREIGN IMMUNITY:** No provision of this contract is to be deemed a waiver of sovereign immunity by the State of New Hampshire.

COUNCIL APPROVAL

Contracting Officer for State Agency  
 Signature: [Signature] Date: 9/24/13  
 Name, Title: Lynn Martin Graton, Acting Director

GRANTEE SIGNATURE

Org/ Name: Peterborough Players Inc.  
 Address: PO Box 118, Peterborough, NH 03458  
Keith Stevens  
 Printed Name of Authorized Official for Grantee  
[Signature] 9/13/2013  
 Authorized Official's Signature & Title Date

NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF Hillsborough

APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:  
[Signature] 10-23-13  
 Office of Attorney General Date

On the 13 day of Sept 2013 before the undersigned officer, personally appeared Keith Stevens  
 (Print name of person whose signature is being notarized) or satisfactorily proven to be the person whose name appears above, and acknowledged that s/he executed this document in the capacity indicated.

[Signature]  
 Notary Public/ Justice of the Peace: Keith Russell  
 Printed Name: Keith Russell  
 My Commission expires: State of New Hampshire  
 My Commission Expires December 14, 2016

CERTIFICATION OF BOARD RESOLUTION

Authorization to Enter into Contracts with  
New Hampshire State Council on the Arts

**Important: To expedite your payment these steps must be followed in this order:**

**\* Resolution date must occur on or before the Grant Agreement is signed.**

**\*\* Certificate on bottom of page must be signed and notarized on the same date or after the grant agreement is signed.**

**1. \*Resolution:**

THIS IT TO CERTIFY that the following is a true and correct copy of excerpts from resolutions adopted at a meeting of the Board of Directors

Peterborough Playerson September 12, 2013  
(name of organization)

at which time a quorum was present and voted, and further that said resolution has not been rescinded, altered or amended and is still in full force and effect.

"Be it resolved that Keith Stevens hereby authorized  
(Printed name of authorizing official)

on behalf of this Corporation to enter into contracts with the State of New Hampshire and to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as (s)he may deem necessary, desirable or appropriate."

Signed: Janet S. Grant  
(Signature of Clerk/Secretary to the board)  
Printed Name JANET S. GRANT

**2. \*\*Certificate**

STATE OF NEW HAMPSHIRE  
COUNTY OF Hillsborough

On the 13 day of Sept., 2013 before the undersigned officer, personally appeared Diane Russell & Janet Grant or satisfactorily proven to be the person whose name appears  
(print name of person whose signature is being notarized)

above, and acknowledged s/he executed this document in the capacity indicated.

Diane Russell  
Notary Public/ Justice of the Peace

Printed Name: Diane M. Russell  
My Commission Expires December 14, 2016

Notary Public  
State of New Hampshire  
My Commission Expires December 14, 2016



## GRANTEE INFORMATION FORM for ORGANIZATIONS

Please complete the following for fulfillment of grant requirements by the Governor and Executive Council and the State of New Hampshire's Department of Administrative Services.

Name of Organization PETERBOROUGH PLAYERS

1. Statement of Purpose:

(Give your organization's mission statement or list your organization's objectives in the space below)

Peterborough Players' **mission** is to produce, present and support professional theatre of the highest quality, from classics to contemporary and experimental works, for a broad based audience, within a supportive atmosphere where professionals and students alike may perform and expand their art.

2. Salary of Administrator: \$50,000

(List annual salary of administrator, not artist's fees, who will be involved in this grant.)

Attach the Following:

3. Resume of Administrator

4. Financial Statement:

A one-page financial statement of your organization's most recently completed fiscal year.

5. Board of Directors:

A list of the current directors and officers of your organization.

Please do not include any personal information such as home addresses, phone numbers or emails.

6. List Geographic Areas Served by Organization

7. Certificate of Liability Insurance

8. Please include a copy of a current year Certificate of Good Standing.

If you do not have a Certificate of Good Standing with the state of NH please call Secretary of State Corporate Division at 271-3244 and request an application.

PETERBOROUGH PLAYERS DUNS # 17-164-1692

## KEITH STEVENS

[REDACTED]  
[REDACTED]  
[REDACTED] (603)924-9344(w) [REDACTED]  
[REDACTED] or kstevens@peterboroughplayers.org

[REDACTED]

### PROFESSIONAL EXPERIENCE

#### Managing Director

1995-present

Peterborough Players, Peterborough, NH

- Managed all day-to-day and long-range operations of 80 year-old professional summer theatre operating on Council of Resident Stock Theatre (CORST) agreements with Actors' Equity and SDC, including personnel management, contracts, financial management and budgeting, community relations, marketing, development, and events
- Guided two successful \$1.2 Million capital/endowment campaigns and subsequent facility improvements, including full reconstruction of the stage in 2005-06 and construction of on-campus housing in 2012-13
- Selected summer seasons with Artistic Director
- Expanded summer season from 5 productions in 1995 to 9-10 productions annually
- Introduced HD broadcasts of the Metropolitan Opera, the National Theatre, and other programs as a "second season"
- Established and directed with Artistic Director the Second Company, an intern and apprentice program and Ascending Stars, a professional/high school collaboration
- Directed 3 productions with the professional company, 12 productions with the Second Company, and 1 production with Ascending Stars
- Represented the Peterborough Players with the New Hampshire Professional Theatre Association, the New Hampshire Theatre Awards, CORST negotiating committees with Actors' Equity and SDC, and local Chambers of Commerce

#### General Manager

1990-1995

Merrimack Repertory Theatre, Lowell, MA

- Handled all accounting and business management functions including budgeting, contracts, landlord relations, and housing
- Served as computer systems manager including network, and ticketing and database systems
- Served on LORT negotiating committees

#### Community Development Director

1989-1990

American Stage Festival, Milford, NH

#### Managing Director

1987-1989

Charlotte Repertory Theatre, Charlotte, NC

## **PROFESSIONAL EXPERIENCE (Continued)**

**Marketing and Development Director** 1985-1987  
Merrimack Repertory Theatre, Lowell, MA

**Managing Director** 1984  
Jenny Wiley Theatre, Prestonsburg, KY

## **TEACHING EXPERIENCE**

**Lecturer, Department of Theatre and Dance** 2007-present  
Keene State College, Keene, NH

### **Courses Taught:**

#### **Theatre: The Art Of Imagination**

- 100-level introduction to theatre course, primarily for non-majors
- Part of Keene State's Integrative Studies program
- 20-28 students per semester
- Final projects are productions of 10-minute plays

#### **Arts Management**

- 300-level survey course, part of Integrative Studies program
- Emphasis on not-for-profit institutions
- Representative student majors have included Theatre, Dance, Music, Visual Art/Graphic Design, Management, Product Design, Psychology, Education, Film, Nursing
- Final project is the creation (on paper) of each student's dream arts organization

#### **Artistic Entrepreneurs**

- 300-level course, part of Integrative Studies program
- Two points of emphasis: starting an arts organization and current jobs in the field of arts administration

**Guest Artist, Department of Theatre and Dance** 2003, 2006, 2009  
Franklin Pierce University, Rindge, NH

### **Course Taught:**

Introduction to Theatre (2003)

### **Plays Directed:**

*Light Up The Sky* (2006), *Proof* (2009)

## **EDUCATION**

**MFA, Theatre/Arts Administration (Concentration in Directing)** 1985  
Virginia Tech, Blacksburg, Virginia

**BA, Theatre (Business/Marketing Emphasis)** 1982  
Ohio State University, Columbus, Ohio

## CURRENT BIOGRAPHY

**Keith Stevens** marks his eighteenth season as Managing Director of the Peterborough Players in 2013. Under his leadership, the Players has reached a record number of subscribers, greatly expanded its season, increased its budget, established a cash reserve, successfully completed two major capital campaigns, and renovated its facilities, including the \$1.2 Million stage reconstruction completed prior to the 2006 season and the on-campus housing project completed in June of 2013.

Prior to coming to Peterborough, Keith worked for five years as the General Manager of the Merrimack Repertory Theatre in Lowell, MA. Other jobs have included Community Relations Director of the American Stage Festival in Milford, NH, Managing Director of the Charlotte Repertory Theatre in Charlotte, NC, and Managing Director of the Jenny Wiley Theatre in Prestonsburg, KY. He has served on negotiating committees for the Council of Resident Stock Theatres and the League of Resident Theatres, and holds an MFA in Arts Administration with an emphasis in Directing from Virginia Tech and a BA in Theatre with an emphasis in Business/Marketing from Ohio State. He currently teaches as a lecturer in the Department of Theatre and Dance at Keene State College in Keene, NH and has taught and directed at Franklin Pierce University in Rindge, NH. Keith was a founding member of the New Hampshire Theatre Awards Executive Committee and represents the Players in the New Hampshire Professional Theatre Association.

For the Players he has directed *Stuart Little* (twice!), *The Velveteen Rabbit*, *Snow White* (also twice!), *A Wrinkle In Time*, *Jack and the Beanstalk*, *The Secret Garden*, *Alice's Adventures in Wonderland*, *Hansel and Gretel*, *Ramona Quimby*, *A Duck Called Ugly*, *Father of the Bride*, *A Number*, *Copenhagen*, and *Rounding Third*. He directed *Light Up the Sky* and *Proof* for Franklin Pierce University. He has appeared in *Picasso at the Lapin Agile*, *As You Like It*, *Light Up the Sky*, *Love's Labours Lost* and *The Return of the Prodigal* for the Players, and *The Impresario* for the Raylynmor Opera.

Keith is best known throughout Peterborough as Anastasia and Maclane's dad. In addition to being proud parents, he and his wife Joanne are shared by Rico, the excitable Jack Russell/beagle mix and Larry, the world's dumbest basset hound.

KEITH STEVENS  
CHRONOLOGICAL EMPLOYMENT HISTORY

9/95 - present	Managing Director, Peterborough Players (CORST) Peterborough, NH
8/2007 - present	Lecturer, Department of Theatre and Dance, Keene State College Keene, NH
Fall 2009 and Fall 2006	Guest Director, Franklin Pierce University Rindge, NH
Fall 2003	Adjunct, Department of Theatre and Dance, Franklin Pierce University Rindge, NH
10/90 - 9/95	General Manager, Merrimack Repertory Theatre (LORT) David Kent, Artistic Director Lowell, MA
5/89 - 10/90	Community Development Director, American Stage Festival (LOA/LORT) Richard Rose, Producing Director Milford, NH
4/87 - 5/89	Managing Director, Charlotte Repertory Theatre (LOA/LORT) Charlotte, NC
8/85 - 4/87	Marketing/Development Director, Merrimack Repertory Theatre (LORT) Daniel Schay, Producing Director Lowell, MA
1/84 - 1/85	Managing Director, Jenny Wiley Theatre (Non-AEA) Prestonsburg, KY
9/82 - 6/85	Graduate Management Assistant, Virginia Tech Department of Theatre George Thorn, Master Teacher Blacksburg, VA



# Peterborough Players One Page Financial Summary

1/1/12 - 12/31/12

	<u>Jan - Dec 12</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
SUBSCRIPTIONS	198,396.00
MAINSTAGE TICKET INCOME	143,789.50
STARS AND 2ND CO TICKET INCOME	12,721.00
PROGRAM ADS	27,191.00
OTHER EARNED INCOME	16,159.94
OPERA INCOME	47,709.29
HD INCOME	3,539.00
INDIVIDUAL CONTRIBUTIONS	140,376.56
EVENTS	86,418.49
CORPORATE SUPPORT	51,535.02
NH COUNCIL AND FOUNDATIONS	52,564.00
OTHER CONTRIBUTED INCOME	13,455.79
<b>Total Income</b>	<b>793,855.59</b>
<b>Expense</b>	
PRODUCTION MATERIALS & OVERHEAD	76,288.26
PRODUCTION PERSONNEL	203,439.26
OPERA OPERATING EXPENSE	35,565.33
HOUSING & TRANSPORT	66,211.78
MARKETING	58,197.02
COMMISSARY	5,420.50
IN-KIND EXPENSES	18,422.47
GENERAL & ADMIN	95,910.15
G&A PERSONNEL	194,298.46
BUILDINGS AND GROUNDS	27,838.31
FUNDRAISING/DEVELOPMENT	10,442.30
AUCTION EXPENSE	19,670.18
<b>Total Expense</b>	<b>811,704.02</b>
<b>Net Ordinary Income</b>	<b>-17,848.43</b>
<b>Other Income/Expense</b>	
<b>Other Income</b>	
Investment Activity	11,824.80
CAPITAL INCOME	185,805.61
<b>Total Other Income</b>	<b>197,630.41</b>
<b>Other Expense</b>	
INTEREST EXPENSE	10,696.36
DEPRECIATION EXPENSE	80,357.85
OTHER EXPENDITURES	31,500.05
<b>Total Other Expense</b>	<b>122,554.26</b>
<b>Net Other Income</b>	<b>75,076.15</b>
<b>Net Income</b>	<b>57,227.72</b>

**PETERBOROUGH PLAYERS**

**2013 Board of Directors**

Linda Caracappa

Stephen Gehlbach

Janet S. Grant, Secretary

Cyrus Gregg

Philip Grisafi, Treasurer

Patricia Hance

Leslie Kenney

Connie Kieley, President

Robert Koch

David Lauren

Peter Leishman

Fred Leventhal

Andrew Manns

Julie Middleton, Vice President

Dana O'Brien

Michael Redmond

Cathie Sage, Member-at-Large

Lulu Weathers

## **PETERBOROUGH PLAYERS**

### **GEOGRAPHIC AREAS SERVED**

The majority of our audience members come from the Monadnock Region and other areas of southern New Hampshire. However, our 2011 and 2012 seasons attracted people from all over the state; to date, people from 106 communities in New Hampshire have participated in our programs. People from 35 other states and from Canada have also attended; in addition to the other five states in New England, states represented include Alabama, Arizona, California, Colorado, Delaware, the District of Columbia, Florida, Georgia, Illinois, Indiana, Kentucky, Maryland, Michigan, Minnesota, Mississippi, Montana, North Carolina, New Jersey, New York, Ohio, Oregon, Pennsylvania, South Carolina, Tennessee, Texas, Utah, Virginia, Washington, Wisconsin, and Wyoming. We have not compiled data for 2013 yet.

# 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 PETERBOROUGH PLAYERS, INC. is a New Hampshire nonprofit corporation formed July 25, 1962. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 19<sup>th</sup> day of September A.D. 2013

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner  
Secretary of State



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
9/13/2013

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 <b>J.A. Keating Insurance</b> 43 Grove Street  <b>Peterborough NH 03458</b>	CONTACT NAME: <b>Daniel Cohen</b>	
	PHONE (A/C No. Ext): (603) 924-7007	FAX (A/C No.): (603) 924-8744
INSURED <b>PETERBOROUGH PLAYERS INC.</b> PO BOX 118  <b>PETERBOROUGH NH 03458-0118</b>		E-MAIL ADDRESS: <b>dcohen@kapiloff.com</b>
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: <b>Employers Mutual Casualty Comp</b>		<b>21415</b>
INSURER B: <b>Assigned Risk Companies</b>		<b>0002</b>
INSURER C: <b>New England Excess Exchange</b>		<b>0057</b>
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES                                      CERTIFICATE NUMBER: **CL1391301846**                                      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.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS			
<b>A</b>	<b>GENERAL LIABILITY</b>		<b>4D74200</b>	<b>4/1/2013</b>	<b>4/1/2014</b>	EACH OCCURRENCE	\$ 1,000,000		
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000		
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person)	\$ 10,000		
						PERSONAL & ADV INJURY	\$ 1,000,000		
						GENERAL AGGREGATE	\$ 2,000,000		
						PRODUCTS - COMP/OP AGG	\$ 2,000,000		
GEN'L AGGREGATE LIMIT APPLIES PER:									
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					\$			
<b>A</b>	<b>AUTOMOBILE LIABILITY</b>		<b>4E74200</b>	<b>4/1/2013</b>	<b>4/1/2014</b>	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000		
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person)	\$		
	<input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$		
	<input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$		
						Underinsured motorist	\$ 1,000,000		
							\$		
	<b>UMBRELLA LIAB</b>	<input type="checkbox"/> OCCUR				EACH OCCURRENCE	\$		
	<b>EXCESS LIAB</b>	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE	\$		
	DED	RETENTION \$					\$		
<b>B</b>	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>		<b>WC-28-83-003141-03</b>	<b>4/1/2013</b>	<b>4/1/2014</b>	WC STATUTORY LIMITS	OTHER		
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N <input type="checkbox"/>						E.L. EACH ACCIDENT	\$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A						E.L. DISEASE - EA EMPLOYEE	\$ 100,000
								E.L. DISEASE - POLICY LIMIT	\$ 500,000
<b>C</b>	<b>Liquor Liability</b>		<b>CL1612851</b>	<b>7/13/2013</b>	<b>7/13/2014</b>	300,000/600,000			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
**Excluded Officers are Keith Stevens**

<b>CERTIFICATE HOLDER</b>  <b>NH State Council on the Arts</b> 19 Pillsbury St Concord, NH 03301	<b>CANCELLATION</b>  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  <b>A Pasquarelli, AAI/AN</b> 
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