

48 [Signature]



STATE OF NEW HAMPSHIRE  
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT  
DIVISION of PARKS and RECREATION

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856  
PHONE: (603) 271-3556 FAX: (603) 271-3553 E-MAIL: nhparks@dred.state.nh.us  
WEB: www.nhstateparks.org

*See Source  
Retroactive*

October 30, 2013

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Executive Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Authorization is respectfully requested for the Department of Resources and Economic Development, Division of Parks and Recreation to make a **SOLE SOURCE** and **RETROACTIVE** payment to Jutras Signs, Inc. (VC #154318), Bedford, NH in the amount of \$4,583 for an unpaid invoice dated June 19, 2013. 100% Parks Fund

Funding is available in account titled, Hampton Beach Capital Improvement Fund, as follows:

		<b><u>FY 2014</u></b>
03-35-35-351510-73010000-048-500226	Contractual Maintenance – B&G	\$4,583

**EXPLANATION**

Jutras Signs was under contract in the amount of \$9,020 to perform banner and miscellaneous sign removal, inspection, cleaning, restoration, storage and re-installation services for the newly updated area of Hampton Beach from November 9, 2011 through June 30, 2013 (approved at G&C meeting 11/9/11, Item #53). During this time period a number of coastal storms hit the area requiring additional services to secure and/or repair our banners and signs. The number and severity of the storms were not anticipated in the contract and therefore expenditure commitments exceeded the authorized contracts limits. Since a contract amendment would not be appropriate for this prior year expenditure now, the Department is requesting sole source and retroactive approval to make final payment to this vendor.

Your approval of this request will ensure that the Department meets its obligation to this vendor. Thank you for your consideration.

Respectfully submitted,

Concurred,

*[Signature]*  
Philip A. Bryce  
Director

*[Signature]*  
Jeffrey J. Rose  
Commissioner





# Invoice

## JUTRAS SIGNS AND FLAGS

30 HARVEY ROAD - BEDFORD NH 03110  
TEL 603-622-2344 FAX 603-668-6571

Date	Invoice #
6/19/2013	130152

<b>BILL TO:</b>  NH Division of Parks & Recreation 172 Pembroke Road P.O. Box 1856 Concord, NH 03302-1856	<b>JOB LOCATION:</b>  Hampton Beach State Park Ocean Boulevard Hampton NH  Johanna Lyons johanna.lyons@dred.state.nh.us
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Purchase order # / Name	Terms	Due Date	Ship/Completion	Delivery method	Job reference
154318	Net 30	7/19/2013	5/6/2013	On site	39647 HBSP Mainte...

Qty	Description	Price Ea.	Amount
0.5	<p>ITEM #1: Remove banners from (11) Sunfish structures and store them at our facility until installation is requested. Quote is based on removal in the Fall, and installation the following Spring (prior to Memorial Day). As specified \$1,740.00.</p> <p>ITEM #2: Inspect and clean banners prior to storage. As specified \$320.00.</p> <p>ITEM #3: Inspect sunfish, kiosks, traffic control, Pet Waste, Parking Pay Station, Park Identification, rail signs, building mounted Fossil signs, and exterior ADA signs. As specified \$940.00.</p> <p>ITEM #4: Inspect and restore signs and structures listed in item #3, including sanding and painting due to normal wear and tear. As specified \$1,510.00.</p> <p>Total items listed above = \$4,510.00 per year</p> <p>Two year service quote as requested for complete list of items #1 through 4 = \$9,020.00</p> <p>Quotes above represent service on an annual basis and are valid for 2 years (Fall 2011 to Spring 2013).</p> <p>Year #1: Fall 2011 - Spring 2012 Year #2: Fall 2012 - Spring 2013</p>	9,020.00	4,510.00
1	<p>Replacement bolts and pins for Sunfish banners as required.</p> <p>6/19/13 - emailed to johanna.lyons@dred.state.nh.us via A/S</p>	72.96	72.96

**RECEIVED**

JUL 23 2013

**D.R.E.D.**



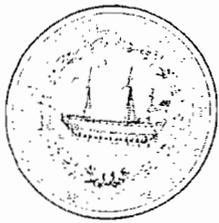
Thank you to our customers who voted JUTRAS SIGNS the **BEST COMMERCIAL SIGN COMPANY** in the New Hampshire Business Review **BEST IN BUSINESS** awards for the 3<sup>rd</sup> year in a row!

**Total \$4,582.96**

PLEASE PAY FROM THIS INVOICE. Warranty services shall be performed promptly upon written notice of claim and payment in full of account balance. Jutras Signs Federal Tax ID 02-0258137. E-mail christine.fowler@jutrassigns.com to request W-9 form. 1.5% per month, 18% per annum service charge added to past due accounts. We certify that the materials removed from your property are recycled in accordance with all applicable Federal, State, and local regulations by environmental light & component recyclers. Certificate of Recycling is available upon request.



Item # 53 11/9/11



STATE OF NEW HAMPSHIRE  
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT  
DIVISION of PARKS and RECREATION

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856  
PHONE: (603) 271-3556 FAX: (603) 271-3553 E-MAIL: nhparks@dred.state.nh.us  
WEB: www.nhstateparks.org



October 6, 2011

His Excellency, Governor John H. Lynch  
and the Honorable Executive Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Authorize the Department of Resources and Economic Development, Division of Parks and Recreation to enter into a **SOLE SOURCE** contract with Jutras Signs, Inc. (VC #154318), Bedford, NH in the amount of \$9,020 for banner and miscellaneous sign removal, inspection, cleaning, restoration, storage and re-installation services for Hampton Beach upon Governor and Executive Council approval through June 30, 2013. 100% General (Hampton Beach Capital Improvement Fund)

Funding is available in account titled, Hampton Beach Capital Improvement Fund, as follows:

	<u>FY 2012</u>	<u>FY 2013</u>
03-35-35-351510-73010000-048-500226 Contractual Maintenance - B&G	\$4,510	\$4,510

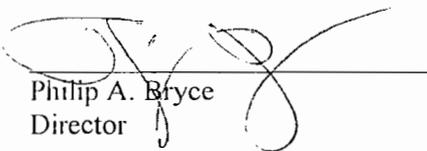
**EXPLANATION**

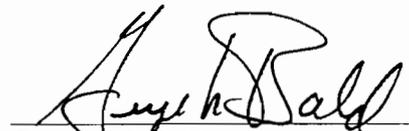
Harvey Construction, as part of their contract for the "Hampton Beach Development" project, was required to solicit competitive bids for a wide variety of trades and services. Jutras Signs was the vendor selected to fabricate unique signs and displays for the project. These custom signs and displays now need specialized care and maintenance in order to preserve them for years to come. Having been the original manufacturer, Jutras Signs has intimate knowledge of the operation and fabrication as well as the equipment necessary to maintain the signs and displays. For these reasons sole source approval of this 2-year contract is being requested. The Department feels that this contract term will also allow for resolution of any problems or irregularities that may be found with the sign and display systems.

The Attorney General's Office has approved this contract as to form, substance and execution.

Respectfully submitted,

Concurred,

  
Philip A. Bryce  
Director

  
George M. Bald  
Commissioner

GMB:PAB/lml



Subject:

SERVICES FOR BANNERS AT HAMPTON BEACH

VC: 154318

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 Department of Resources and Economic Development		1.2 State Agency Address PO Box 1956 - 172 Pembroke Road, Concord, NH 03302	
1.3 Contractor Name Jutras Signs, Inc.		1.4 Contractor Address 30 Harvey Road, Bedford, NH 03302	
1.5 Contractor Phone Number (603) 622-2344	1.6 Account Number 73010000-500226	1.7 Completion Date June 30, 2013	1.8 Price Limitation \$9,020.00
1.9 Contracting Officer for State Agency Bill Gegas, Regional Manager		1.10 State Agency Telephone Number (603) 271-3556	
1.11 Contractor Signature <i>Cathy Champagne, President</i>		1.12 Name and Title of Contractor Signatory Cathy Champagne, President	
1.13 Acknowledgement: State of <u>NH</u> County of <u>Hillsborough</u> On <u>9/30/11</u> , 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 <i>Jillian Nicholls</i> [Seal]			
1.13.2 Name and Title of Notary or Justice of the Peace Jillian Nicholls			
1.14 Agency Signature <i>George M. Bald</i>		1.15 Name and Title of State Agency Signatory George M. Bald, Commissioner	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: <u>R/A</u> Director, On:			
1.17 Approval by the Attorney General (Form, Substance and Execution) By: <i>Lisa M. English</i> On: <u>10/18/11</u>			
1.18 Approval by the Governor and Executive Council By: On:			

05726712011 08.28 0032712023

## 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, formulas, 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.

State of New Hampshire  
Department of Resources & Economic Development  
Division of Parks & Recreation

**SERVICES FOR BANNERS AT HAMPTON BEACH**

**Exhibit A**

1. Remove banners from (11) Sunfish structures and store them at Jutras's facility until installation is requested. Remove banners in fall and installed them in spring (prior to Memorial Day)
2. Inspect and clean banners prior to storage
3. Inspect Sunfish, kiosks, traffic control, pet waste, parking pay station, park identification, rail signs, building mounted fossil signs, and exterior ADA signs
4. Inspect and restore signs and structures listed in #3, including sanding and painting due to normal wear and tear.

Services are for banners located at Hampton beach from October 2011 through June 2013 (2 year period). Inspection service includes documentation of damage or required repairs that are not part of the normal wear and tear provision of this agreement. An estimate will be provided for all documented repairs.

**Exhibit B**

Contractor to submit an invoice monthly starting October 2011 through June 30, 2012 (1<sup>st</sup> year) and October 2012 through June 2013 (2<sup>nd</sup> year) as follows:

	FY2012	FY2013
Removal of banners (Item #1)	\$1740.00	\$1740.00
Inspect & Clean banners (Item #2)	\$ 320.00	\$ 320.00
Inspect sunfish, kiosk, and signs	\$ 940.00	\$ 940.00
Inspect and restore signs	<u>\$1510.00</u>	<u>\$1510.00</u>
Total contract not to exceed:	\$4510.00	\$4510.00

**Exhibit C – Special Provisions**

There are no additional or special provisions in this contract.

# 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 JUTRAS SIGNS, INC. is a New Hampshire corporation duly incorporated under the laws of the State of New Hampshire on October 3, 1960. I further certify that all fees and annual reports required by the Secretary of State's office have been received and that articles of dissolution have not been filed.



In TESTIMONY WHEREOF, I hereto  
set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 2<sup>nd</sup> day of September, A.D. 2011

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

William M. Gardner  
Secretary of State

CERTIFICATE of VOTE

I, Cathy Champagne, hereby certify that, as the sole shareholder of Jutras Signs, Inc., I am authorized to enter into and sign contract agreements with the State of New Hampshire, Department of Resources and Economic Development.

Cathy Champagne  
Cathy Champagne  
President

State of New Hampshire

County of Hillsborough

On this the 18th day of October 2011 before me, Jillian Nicholls personally appeared Cathy Champagne known to me (or satisfactorily proven) to be the person whose name is scribed to the within instrument and acknowledged that he/she has executed same for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal:

Jillian Nicholls  
Notary Public



PRODUCER (603)224-2562 FAX (603)224-8012 The Rowley Agency, Inc. 139 Loudon Road P.O. Box 511 Concord, NH 03302-0511		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED Jutras Signs, Inc. 30 Harvey Rd Bedford, NH 03110		INSURERS AFFORDING COVERAGE	NAIC #
		INSURER A: Peerless Insurance Comapny	
		INSURER B: Acadia Insurance Comapny	
		INSURER C:	
		INSURER D:	
		INSURER E:	

**COVERAGES**

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OTHERS GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC	CBP8568375 INCLUDES PROPERTY OF OTHERS COVG:\$76,440 LIMIT SPECIAL FORM, \$1,000 DEDUCT	12/31/2010	12/31/2011	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 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
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	BA8566795	12/31/2010	12/31/2011	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
A		EXCESS / UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	CU8567098	12/31/2010	12/31/2011	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B		OTHER "Special" - IM Bailees Coverage Installation Fltr	CIM0110724-19	12/31/2010	12/31/2011	ACV Limit: \$15,000/Deductible:\$250 Limit: \$20,000/Deductible:\$250

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
 Banner Services, Hampton Beach, NH

\*Except 10 days for nonpayment of premium.

CERTIFICATE HOLDER  State of NH, DRED-Business Office ATTN: Karen Dorsett P.O. Box 1856 Concord, NH 03302-1856	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 <sup>+</sup> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE Hellen Hill/HSH
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*Hellen Hill*

## **IMPORTANT**

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

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).

## **DISCLAIMER**

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.



PO Box 1387  
Concord, NH 03302-1387

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policies below.

**CERTIFICATE OF INSURANCE**

**CERTIFICATE HOLDER**

State of New Hampshire Dept. of Resources &  
Economic Dev.  
Division of Parks & Recreation  
172 Pembroke Rd. PO Box 1856  
Concord, NH 03302-1856

**Companies Affording Coverage**

<b>COMPANY A LETTER</b>	The Granite State Workers' Compensation Manufacturer's Trust
<b>COMPANY B LETTER</b>	Safety National Casualty Corp.

This policy is effective at 12:01 a.m. on 1/1/2011, and will expire at 11:59 p.m. on 12/31/2011. This policy will automatically be renewed unless notified by either party by October 31 of any fund year.

**COVERAGES**

This is to certify that the Workers' Compensation and Employer's Liability Insurance has been issued to the insured named above for the policy period indicated, not withstanding 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.

Type of Insurance/Carrier	Policy Number	Policy Effective	Policy Expiration	LIMITS	
Workers' Compensation & Employer's Liability The Granite State Workers' Compensation Manufacturer's Trust	WC0111207	January 1, 2011	December 31, 2011	W/C Statutory Limits E.L. Each Accident	\$1,000,000
				E.L. Disease - Pol Limit	\$1,000,000
				E.L. Disease - Each Emp	\$1,000,000
Excess Insurance Safety National Casualty Corp.	SP4041515	January 1, 2010	January 1, 2012	Workers' Compensation Employer's Liability	Statutory \$1,000,000

Description of Operations:

Officers Excluded

**MEMBER**

Jutras Signs  
30 Harvey Road  
Bedford, NH 03110-6818

**CANCELLATION**

Should any of the above described policies be canceled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

*Susan M Dennis*

9/27/11

Authorized Representative

Date