



1567 N Eastman Rd, Ste 2, Kingsport, TN 37664

To Whom It May Concern:

AccuForce HR Solutions is pleased to express our interest in extending our agreement with the City of Kingsport for a one-year period beginning January 1, 2026 in regards to the hiring and placement of temporary and contingent workers.

We would like to continue providing staffing services at the previously agreed-upon and contracted rates:

- A 24% markup for workers recruited directly by AccuForce
- A 20.75% markup for workers referred to AccuForce by the City of Kingsport

We greatly value our working relationship with the City and look forward to another successful year of collaboration. Should you have any questions or require further information, please don't hesitate to contact us at (423) 247-1835.

Sincerely,

Kim Muncy
Director of Business Development
AccuForce
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