

STATEMENT OF WORK 2025-AS

This Statement of Work (this "SOW") dated April 10, 2025 is entered into by and between Sikich LLC ("Sikich", "we", "us" or "our") and the Village of Poplar Grove, Illinois ("Client", "you", or "your") pursuant to the Master CPA Professional Service Agreement dated September 12, 2024 between Sikich and the Client (the "Agreement"), all terms of which are hereby incorporated herein reference.

NOW, THEREFORE, for and in consideration of the foregoing premises, and the agreements of the parties set forth below, Sikich and Client agree as follows:

We will perform the following services (collectively, the "Services") listed in Addendum 1.

Our accounting services will be performed upon the signing of the Agreement and SOW and will continue until such time they are no longer needed.

OTHER NONATTEST SERVICES

You may request that we perform additional services not contemplated by this Agreement. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services our services will continue to be governed by the terms of this Agreement.

ENGAGEMENT ADMINISTRATION, FEES, AND OTHER

Our fees for the services to be performed are found in Addendum 2. Services will be invoiced to you from time to time as work progresses. In accordance with Illinois Compiled Statutes, payments for all services are due within sixty days of receipt of an invoice.

We appreciate the opportunity to be of service to you and believe this Agreement accurately summarizes the significant terms of our engagement. If you have any questions, please let us know.

Sincerely,



Anna Cadmus, CPA
Principal
On behalf of Sikich LLC

Acknowledged:

Village of Poplar Grove, Illinois

Name _____

Title _____

Date _____

ADDENDUM 1

Outsourced Accounting Services

This addendum is to specify the terms of our engagement with respect to the accounting services we will provide.

Sikich LLC will provide, unless otherwise noted, ongoing payroll services for the Village of Poplar Grove, Illinois. If needed, Sikich LLC will also perform vendor payment services. These services will be performed remotely. Specifically, we will focus on the following:

ACCOUNTING SERVICES

- Assist the Village with audit preparation for the fiscal year ended April 30, 2025
- Other accounting services, as requested by the Village President

ADDENDUM 2

SCHEDULE OF FEES

Our fees for these services will be based upon our standard hourly rates in effect during the performance of our work.

	Hourly Rate
Staff	\$ 160
Senior	\$ 176
Senior Manager	\$ 281
Principle	\$ 370