



2 Mill & Main; Suite 630; Maynard, MA 01754

Service Order

Created by	Rachel Alexander
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Order Date	Aug 3, 2020
Order valid if signed by	Aug 21, 2020

Customer Information			
Customer	City of Stevenson WA	Contact	Leana Kinley
Address	PO Box 371	Title	City Administrator
City, St, Zip	Stevenson, WA 98648	Email	leana@ci.stevenson.wa.us
Phone	509-427-5970	Billing Contact	
		Title	
		Email	
		PO # (If any)	

To be clear, you will initially be billed as follows...		
Billing Date(s)	Amount(s)	Notes
Aug 24, 2020	\$4,120.00	Setup Fee & Annual Subscription Fee
Additional subscription years and/or renewals will be billed annually in accordance with pricing and terms set forth herein.		

ClearGov will provide your Services according to this schedule...			
Period	Start Date	End Date	Description
Setup	Aug 24, 2020	Aug 24, 2020	ClearGov Setup Services
Initial	Aug 24, 2020	Aug 23, 2023	ClearGov Subscription Services

The Services you will receive and the Fees for those Services are...		
Set up Services	Tier/Rate	Service Fees
ClearGov Setup: Includes activation and onboarding for ClearGov Insights.	Tier 1	\$1,200.00
Springbrook Introductory Offer: 20% discount (Valid only for first 20 Springbrook customers)	20%	(\$240.00)
Total ClearGov Setup Service Fee - Billed ONE-TIME		\$960.00
Subscription Services	Tier	Service Fees
ClearGov Insights Suite - Civic Edition: Includes Transparency, Projects, Dashboards Modules	Tier 1	\$3,950.00
Total ClearGov Subscription Service Fee - Billed ANNUALLY IN ADVANCE		\$3,950.00
Special Terms	Applies to	Amount
Springbrook Introductory Offer: 20% discount (Valid only for first 20 Springbrook customers)	First 12 months	(\$790.00)
Billing Terms and Conditions		
Valid Until	Aug 21, 2020	Pricing set forth herein is valid only if ClearGov Service Order is executed on or before this date.
Payment	Net 30	All invoices are due Net 30 days from the date of invoice.
Rate Increase	3% per annum	After the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount.

General Terms & Conditions	
Taxes	The Service Fees and Billing amounts set forth above in this ClearGov Service Order DO NOT include applicable taxes. In accordance with the laws of the applicable state, in the event that sales, use or other taxes apply to this transaction, ClearGov shall include such taxes on applicable invoices and Customer is solely responsible for such taxes, unless documentation is provided to ClearGov demonstrating Customer's exemption from such taxes.
Customer Deliverables	Customer shall provide all deliverables and respond to all approval requests within three (3) business days of such requests. Any delay by Customer in meeting these deliverable requirements may result in a delayed launch of the applicable Service(s), but such delay shall not affect or change the Service Period(s) as set forth in this Service Order.
Customer Satisfaction Guarantee	During the first thirty (30) days of the Service, Customer shall have the option to terminate the Service, by providing written notice. In the event that Customer exercises this customer satisfaction guarantee option, such termination shall become effective immediately and Customer shall be eligible for a full refund of the applicable Service Fees.

Term & Termination	Subject to the termination rights and obligations set forth in the ClearGov Service Agreement, this ClearGov Service Order commences upon the Order Date set forth herein and shall continue until the completion of the Service Period(s) for the Service(s) set forth herein. Each Service shall commence upon the Start Date set forth herein and shall continue until the completion of the applicable Service Period.
Auto-Renewal	After the Initial Period, the Service Period for any ClearGov Annual Subscription Services shall automatically renew for successive annual periods (each an "Annual Term"), unless either Party provides written notice of its desire not to renew at least sixty (60) days prior to the end of the then current Annual Term.
Agreement	This ClearGov Service Order shall become binding upon execution by both Parties. The signature herein affirms your commitment to pay for the Service(s) ordered in accordance with the terms set forth in this ClearGov Service Order and also acknowledges that you have read and agree to the terms and conditions set forth in the ClearGov Service Agreement found at the following URL: http://www.ClearGov.com/terms-and-conditions . This Service Order incorporates by reference the terms of such ClearGov Service Agreement.

Customer	
Signature	
Name	Leana Kinley
Title	City Administrator

ClearGov, Inc.	
Signature	
Name	Bryan A. Burdick
Title	President

Please e-mail signed Service Order to Orders@ClearGov.com or Fax to (774) 759-3045