

# Hanover Research

4401 Wilson Blvd, 9th Floor, Arlington VA 22203  
Phone: (202) 559-0057 Fax: (202) 204-5802

# Services Agreement

Order Form Information			
Date	12/6/2022	Valid Until	12/16/2022
Quotation #	Q-02164	Prepared By	Victoria Tovig

Bill-to Information		Contact Information	
Customer Name	Santa Rosa City School District	Contact Name and Email	Anna Trunnell atrunnell@srcs.k12.ca.us
Billing Contact Name and Email	Anna Trunnell atrunnell@srcs.k12.ca.us	Address	211 Ridgeway Ave, Santa Rosa, CA United States

Quantity	Description	Start Date	End Date	Amount
1.00	K12 Research Library	1/1/2023	6/30/2024	\$29,250.00
If you have any questions concerning this quotation, please contact: <b>Victoria Tovig</b> <a href="mailto:vtovig@hanoverresearch.com">vtovig@hanoverresearch.com</a>				\$29,250.00
Thank you for your business!				

Invoicing Schedule	
Payment Due Date	Amount
1/30/2023	\$29,250.00

## STANDARD TERMS & CONDITIONS:

1. This order form is made effective this day and shall remain valid until **12/16/2022** after which, if not accepted by the Client by signature below, it shall become null and void.
2. All prices are in US dollars.
3. Prices do not include taxes. Client shall be responsible for any applicable taxes. Please forward tax-exempt certificate for new Clients, as appropriate.
4. Failure to pay promptly will result in project postponement or suspension of service.
5. Client understands and agrees that there may from time to time be incidental costs not included in the Service Fee set forth above ("Additional Services"). Such Additional Services may include purchased database access, panel costs, survey incentives, translation costs, infographic development costs, postage/printing for mass mailings, etc. With prior written approval, Client agrees to pay for all such Additional Services to either Hanover or directly to such third-party vendor if requested. If Additional Services are estimated to cost exceed \$10,000, Client shall either (1) contract directly with the third-party vendor(s) for such Additional Services, or (2) execute an additional order form stating the estimated fees and pre-pay to Hanover Research such estimated fees for the Additional Services prior to the project kick-off.

This agreement “**Agreement**” between The Hanover Research Council LLC (“**Hanover Research**”) and Client runs from the Effective Date to the End Date. Under this Agreement, Client has the authority to request research services on any topic (the “**Research Services**”), as well as the right to ask Hanover Research to expedite work of particular urgency. All Research Services are available to Client on a subscription basis within the confines of a sequential research queue, in that Hanover will perform up to one (1) Research Services project at a time, per queue purchased as noted in the Order Form. Client shall, in its discretion, prioritize the research projects that form the basis of the Research Services as it deems appropriate. Research Services may include but are not limited to: custom research reports; survey design, administration and analysis; interviews with industry/issue experts; secondary research; data analysis; and benchmarking (product/service comparison, key performance and efficiency metrics).

**SIGNATURE:**

Does Customer require a Purchase Order (PO)?

If Yes, please provide PO#:

This Order Form between The Hanover Research Council LLC (“Hanover Research”) and **Santa Rosa City School District** hereby incorporates by reference the following terms and conditions (“Client Services Terms - Education”) that are available for review by Client online at:

(<http://www.hanoverresearch.com/client-services-terms-conditions-education/>) (collectively with any applicable Order Forms, the “Agreement”). Client’s signature below shall be deemed its acceptance and acknowledgement of the Agreement. Each person signing this Order Form represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Order Form and the Agreement.

Client Name	Santa Rosa City School District	Hanover Research	Hanover Research Council LLC
Client Signature		Hanover Research Signature	
Date Signed		Date Signed	