

**County of Panola**

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**County Commissioners**  
Ronnie LaGrone, Pct. #1  
John Gradberg, Pct. #2  
Frank R. Langley, Jr., Pct. #3  
Dale LaGrone, Pct. #4

February 22, 2016

Mr. Jack Morris  
-Account Sales Executive  
Government Records Service, Inc.  
8600 Harry Hines Blvd., Suite 300  
Dallas, Texas 75235

RE: Extension of Government Records Management Services Contract

Dear Mr. Morris:

At its meeting on February 22, 2016, the Panola County Commissioners Court authorized modification of the Government Records Services, Inc. ("GRS") government records management services contract with the County to modify the term from month-to-month to a term expiring on December 31, 2016. The County is currently receiving government records management services from GRS under a contract with the County that was scheduled to expire on December 31, 2014, that was extended in 2015 on a month-to-month basis (copy attached). The services and products ("Services") to be provided by GRS under this contract extension to December 31, 2016, shall be the same Services and at the same prices and terms as described in GRS's contract with the County for 2014 and the subsequent extension attached hereto. References in the attached documents to "ACS" shall be read to mean "GRS."

Please indicate your agreement by executing below and returning a copy to me at your earliest convenience.

Sincerely,

Lee Ann Jones  
County Judge  
Panola County

**AGREED AND APPROVED:**

Government Records Services, Inc.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_