



April 15, 2021

Gloria Tucker
Deputy City Recorder
CITY OF NEWPORT
169 SW Coast Hwy
Newport, OR 97365

Advertiser Nbr: 119484
Contract Nbr: 20-0121026
Contract Type: Renewal
Start Date: 05/01/2021

Dear Ms. Tucker,

It is indeed a pleasure to return to you an approved copy of your Distribution Service Agreement to renew service in the following program(s):

42-BR-11-OWC

Oregon Welcome Centers - ALL

Enclosed please find a copy of your Distribution Service Agreement along with an invoice for the entire service period.

City of Newport is a very important client of ours, and we sincerely appreciate the working relationship we have developed during our association.

Our thanks to you and your staff for your support of our service programs. And as always, we pledge to you the finest folder distribution service available... Certified Service!

Sincerely,

Patrick C. Fearn
President

Enclosures

cc: Matt Preston, Regional Sales Manager



CORPORATE OFFICE: 1120 Joshua Way, Vista, CA 92081 • (760) 727-5100 fax (760) 727-1583 (800) 799-7373 www.certifiedfolder.com

DISTRIBUTION SERVICE AGREEMENT

SALESPERSON: 011500 - Matt Preston
 ADVERTISER ID: 119484
 ADVERTISER: City of Newport
 CONTACT: Gloria Tucker, City Recorder
 EMAIL: g.tucker@newportoregon.gov
 ADDRESS1: 169 SW Coast Hwy
 ADDRESS2: ☐
 CITY: Newport
 STATE: OR ZIP: 97365
 PHONE: (541) 574-0649 FAX: (541) 265-5589

FEDERAL TAX ID: 93-6002222 REF: 20-0117301
 PO NUMBER:
 BILL TO: City of Newport
 ADVERTISER: City of Newport
 CONTACT: Gloria Tucker
 WEB SITE: www.discovernewport.com
 ADDRESS1: 169 SW Coast Hwy
 ADDRESS2: ☐
 CITY: Newport
 STATE: OR ZIP: 97365
 PHONE: (541) 574-0649 FAX: (541) 265-5589

RENEWAL

DATE: 02/03/2021
 CONTRACT: 20-0121026 REV: 00001
 START DATE: 05/01/21
 END DATE: 04/30/22

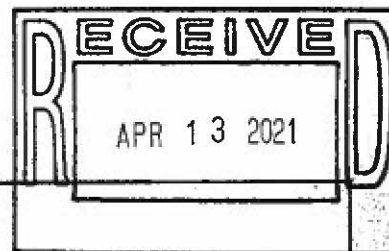
NAME OF BROCHURE / PUBLICATION

Newport

INVENTORY ID NUMBER: 014342

We will distribute the above named item in the area or areas set forth below. Display shall be on a single pocket basis. Minimum distribution period is 3 consecutive months.

CODE	DISTRIBUTION PROGRAM AREA	#/ISS	START DATE	END DATE	MONTHLY FEE	#/MONTH	GROSS FEE	DISC	ISSUES	NET FEE
42-BR-11-OWC	Oregon Welcome Centers - ALL	8	05/01/21	04/30/22	108.00	12	1,296.00	-848.00	0.00	550.80



COMMENTS/SPECIAL INSTRUCTIONS:

SUB TOTAL: 550.80
 APPLICABLE SALES TAX: 0.00
 TOTAL NET FEE: 550.80

APPROVED BY ADVERTISER

AGREEMENT TO TERMS: Advertiser hereby acknowledges that Advertiser has read all the terms and provisions set forth on the front and backside of this Agreement, and agrees that all such terms and provisions are a part of this Agreement.

Your Signature:

Spencer R. Nebel

Name (print):

Spencer R. Nebel

Title:

City Manager Date: 04-12-21

APPROVED BY (Certified Folder Display corporate office)

Signature:

[Signature]

Name (print):

DILL DEERING

Title:

SR. VICE PRESIDENT

Date:

4/15/21

Print Date: February 03, 2021 at 11:02 AM

MONTHLY BILLING SCHEDULE (including postage and handling)

Fees are normally billed 30 days in advance of service. Monthly Billing Schedule details actual billing for the month indicated, not for the month service is provided.

Apr 45.90	May 45.90	Jun 45.90	Jul 45.90	Aug 45.90	Sept 45.90
Oct 45.90	Nov 45.90	Dec 45.90	Jan 45.90	Feb 45.90	Mar 45.90

PREPAYMENT OPTION

PREPAYMENT DISCOUNT (Please check box)

☐ Yes ☐ No

(8.00% on all applicable programs): (44.06)

SUBTOTAL: 506.74

APPLICABLE SALES TAX: 0.00

TOTAL NET FEE: 506.74

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Contract No:

20-0121026

Revision No:

00001

1. **Brochure Placement.** The actual placement and positioning of Advertiser's brochure in Certified's brochure display rack(s) and/or website(s) under this Agreement shall be within the sole and absolute discretion of Certified. Certified shall use its reasonable efforts to maintain adequate numbers of each brochure at each physical display rack, but Certified shall have no liability to Advertiser when the number of brochures is reduced or completely depleted due to special events or due to other circumstances beyond Certified's reasonable control.
2. **Final Schedule.** Certified may, from time to time, impose a temporary final schedule equal to 3.0% of the net monthly fee specified in the monthly billing schedule, upon 30 days written notice to Advertiser. Advertiser may elect to cancel contact on five days' written notice without penalty if such change is deemed unacceptable.
3. **Right of Location Management.** The person or entity which owns or controls the physical premises of which a physical display rack is located shall have the right to object to the display of Advertiser's brochures. If Certified is informed of such objection, then it may, in its sole and absolute discretion, without notice to Advertiser, remove the brochures from such location and place them at another location with no reduction in the fee due from Advertiser.
4. **No Representations or Warranties.** Certified does not make and specifically disclaims any representation, warranty or guarantee to Advertiser, including without limitation, any representation or warranty that: (a) any particular number of brochures will actually be distributed; (b) any particular amount of website traffic will be realized; (c) use of Certified's website(s) will be secure, timely, uninterrupted or error-free or operates in combination with any other hardware, software, system or data; (d) Certified's website(s) will meet Advertiser's requirements or expectations; or (e) the server that makes Certified's website(s) available will be free of viruses or other harmful components.
5. **Shipment of Brochures.** All tangible brochures and/or publications to be distributed under this Agreement shall be shipped to Certified (warehouse location(s)), freight prepaid of Advertiser's expense. Any freight costs incurred by Certified on behalf of the Advertiser will be billed back to the Advertiser.
6. **No Other Rights.** This Agreement does not constitute a distribution, joint venture, partnership, franchise, or other form of business relationship. Advertiser shall have no right to renew or extend this Agreement. Any offer to renew or extend this Agreement by Certified shall be in its sole and absolute discretion and subject to any terms or conditions that Certified may impose in connection therewith.
7. **Representation of Materiality.** Compliance with laws. Advertiser hereby authorizes and grants to Certified and its affiliates a non-exclusive, royalty-free, worldwide license to scan, digitize, modify, reproduce and distribute Advertiser's marketing materials, including but not limited to Advertiser's advertising brochures, newsletters, service reports and copyrighted materials, for the promotional purposes contemplated by this Agreement. Advertiser represents and warrants that (i) all materials provided or made available to Certified comply with all applicable laws and regulations, including copyright, publicity and trade secret laws; (ii) such materials are solely and exclusively owned by Advertiser and do not infringe upon the rights of any third party; and (iii) Advertiser has the sole and exclusive right and authority to grant the rights provided herein. Advertiser shall indemnify, defend and hold Certified harmless against any loss, damage, claim, liability or expense, including but not limited to legal fees and court costs, arising out of or related to the contents of Advertiser's materials and/or Advertiser's breach of any representation or warranty provided in this Agreement.
8. **Enforced Liability.** Each provision of this Agreement shall be void and enforceable to the fullest extent permitted by law. If any provision of this Agreement or the application of such provision to any person or circumstances shall to any extent be invalid or unenforceable, the remainder of this Agreement, or the application of such provision to persons or circumstances other than those to which it is held invalid or unenforceable, shall be read so though the invalid or unenforceable portion or provision was never included. The remainder of this Agreement including the invalid or unenforceable portion or provision shall continue in full force and effect.
9. **Consent to Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California, without regard to its conflict of law principles.
10. **Attorney's Fees.** If any action or law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees and costs in addition to any other relief to which it may be entitled.
11. **Limitation on Damages.** Certified will not be liable for any failure to fulfill its obligations under this Agreement due to causes beyond its reasonable control and without its fault or negligence, including but not limited to acts of God and other force majeure events. In no event shall Certified be liable for lost profits or other consequential or incidental damages sustained by Advertiser as a result of a breach of this Agreement by Certified. In the event Certified materially breaches this Agreement, then it is agreed that Advertiser will be entitled to recover a maximum amount equal to one month of the fee due from Advertiser to Certified as liquidated damages.

APPROVED BY ADVERTISER

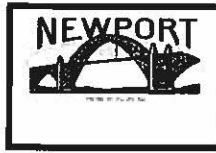
Signature:

Name (print):

Date:

12. **Indemnification.** Advertiser shall indemnify, defend and hold Certified harmless from and against any and all claims, demands, suits or liability (including legal fees and costs incurred by Certified in defending or responding to any claim, demand, suit or liability) or suit and any amounts paid by Certified in satisfaction of any judgment or order entered or awarded by Certified in any way related to, connected with, or arising out of the services provided to Advertiser in connection with this Agreement, including the posting of Advertiser's materials on Certified's website(s), and all publication, production and/or print design work produced for or used on behalf of Advertiser by Certified, its agents, assigns and subcontractors, concerning or related to this Agreement.
13. **Arbitration and Venue.** Advertiser consents to the exclusive jurisdiction of the superior courts of the State of California, County of San Diego, in connection with any dispute arising under or related to this Agreement.
14. **Assignment in Writing.** This Agreement may be modified only by a writing executed by the party to this Agreement against whom enforcement of such modification is sought.
15. **Transfer of Rights.** Advertiser may not transfer its rights under this Agreement without the prior written consent of Certified, which consent shall not be unreasonably withheld.
16. **After Understanding.** This Agreement and the documents attached hereto contain the entire agreement between the parties to this Agreement with respect to the subject matter of this Agreement and supersede all prior understandings, agreements, representations and warranties, whether oral or written, with respect to such subject matter.
17. **Notice.** All notices and/or communications regarding this Agreement other than a change of address, shall be in writing and shall be personally delivered, sent by registered or certified mail, postage prepaid and return receipt requested, FAX'd to Certified's corporate offices, or by overnight express courier service that provides written confirmation of delivery to each party at such party's address shown on the face of this Agreement. Whether, no delay or omission in the exercise of any right or remedy shall impose such right or remedy or be construed as a waiver, nor will any single or partial exercise of any right preclude the further exercise of any other right.
18. **Failure to Provide Brochures.** Failure on the part of Advertiser to provide a sufficient number of brochures and/or to submit electronic copies of brochures in digital format(s) as requested by Certified shall in no way affect Advertiser's obligation to pay Certified under the terms and conditions of this Agreement.
19. **Loss of Material.** Certified is not responsible for the loss of, or damage to, Advertiser's brochures and/or other materials under any circumstances. Advertiser is responsible for securing appropriate insurance coverage to protect against any loss or damage to its brochures and/or other materials.
20. **Print & Advertisement Disclaimers.** In no event shall Certified be liable for color variations in any part or whole of Advertiser's publications, whether in print or included on Certified's website(s). Also, Certified will not be liable for errors in Advertiser's publications after Advertiser has signed approval to print and/or provided electronic copies, as applicable. If Advertiser does not indicate specific color preference, Certified reserves the right to specify color of advertisement.
21. **Website Content.** Advertiser shall, at Certified's request, submit electronic copies of brochures to be included on Certified's website(s) in digital format(s) as reasonably requested by Certified from time to time.
22. **Cancellation.** This Agreement may be cancelled by either party with at least thirty (30) days written notice to other party; provided, however, if this Agreement includes an advertisement in a publication, the parties acknowledge that cancellation is not possible within 30 days of the publication date or at any time following publication. Adjustment will be made to the actual earned rate. If paid in advance, any unearned fees will be refunded less any adjustment to the actual earned rate. Additionally, if an invoice for advertising space on the Washington State Fair System (WSFS) or BC Farming (BCF) is not paid by Advertiser within 30 days, Certified may cancel this Agreement immediately without notice.
23. **Washington State Fair System (WSFS) & California Wellness Center Program (CWC).** In the event Certified Folder Display Service, Inc. is unable to provide advertising space in either the WSFS, BCF, or CWC programs as contracted for, this Agreement may be cancelled immediately by either party without penalty.
24. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of Advertiser and Certified and nothing in this Agreement may be deemed to confer upon third parties any remedy, claim, liability, reimbursement, claim of action or other right.





**AUTHORIZATION FOR
AGREEMENTS, MOUs, OR
OTHER DOCUMENTS OBLIGATING
THE CITY**

All contracts, agreements, grant agreements, memoranda of understanding, or any document obligating the city (with the exception of purchase orders), requires the completion of this form. The City Manager will sign these documents after all other required information and signatures are obtained.

Document: Distribution Service Agreement Date: 3/18/21

Statement of Purpose: Distribute Destination Newport Brochures in Welcome Centers throughout Oregon

Department Head Signature: _____

Remarks, if any: _____

City Attorney Review and Signature: Joan Allen Date: 4/09/2021

Other Signatures as Requested by the City Attorney: _____

	Signature				Name/Position
					Date:
Budget Confirmed:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>		
Certificate of Insurance Attached:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>		
City Council Approval Needed:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>			Date: _____

After all the above requested information is complete and signatures obtained, return this form, along with the original document to the City Manager for signature. No documents should be executed prior to the City Manager's approval as evidenced by signature of this document.

City Manager Signature: [Signature] Date: 04/12/21

Once all signatures and certificates of insurance have been obtained, return this document, along with the original, fully-executed agreement, MOU, or other document to the City Recorder. A copy of grant agreement and all project funding documents, must be forwarded to the Finance Department for tracking and audit purposes.

City Recorder Signature: [Signature] Date: 4/21/2021

Date posted on website: 4/21/21

