

**GIRVIN
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December 5, 2014

Mayor Joanne Yepsen
City of Saratoga Springs
474 Broadway
Saratoga Springs, NY 12866

Re: Labor and Employment Law Retainer

Dear Mayor Yepsen:

Please allow this letter to serve as our request to continue our services to the City of Saratoga Springs relating to the City's Labor and Employment Law matters as was further described in the agreement between our Firm and the City approved on March 4, 2014. This letter shall also confirm we are fully prepared to continue to provide such services to the City of Saratoga Springs for the 2015 calendar year under the same terms and conditions as set forth in the current retainer agreement. Also, as requested, please find enclosed a copy of our current Certificate of Insurance for professional liability purposes as requested by Corporation Counsel.

We very much appreciate having had the opportunity to work for the City and look forward to working for the City into the future. As always, should you have any questions, please do not hesitate to contact me.

Very truly yours,

GIRVIN & FERLAZZO, P.C.

By: 

Jeffrey D. Honeywell

JDH/ek

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MAYOR'S OFFICE