



**REQUEST FOR PROPOSALS**  
**For Sale of 32,200± Square Feet of Excess Land,**  
**Spruce Street,**  
**Providence, Rhode Island**  
**Bid No: SPLP 130**



The State of Rhode Island, acting through the Department of Administration's Division of Purchases, invites proposals from the general public for the sale of excess real property owned by the Department of Transportation. The property comprises approximately 32,200 square feet of vacant, unimproved land adjacent to Spruce Street in Providence, Rhode Island. A more detailed property description and instructions to proposers are contained in the attached prospectus.

Thank you for your consideration of this proposal.

Jerome F. Williams  
Director  
Department of Transportation

## Part I

### **Description of Offering, Parcel Characteristics, Consideration Sought and Conditions**

#### **Overview**

The State of Rhode Island (State), acting through the Department of Administration's Division of Purchases, on behalf of the Rhode Island Department of Transportation (RIDOT), offers for sale approximately 32,200 square feet of unimproved, vacant land located adjacent to Spruce Street in Providence, Rhode Island. The property comprises portions of parcels 22-29 and 1-4 of State Highway Condemnation Plats 1520 and 1662B, respectively. A map of the property and its environs is attached as Exhibit A.

#### **Property Description and Neighborhood**

##### **Comments:**

The property consists of a contiguous parcel of unimproved, and vacant land, rectangular in shape. The property enjoys 280± linear feet of frontage along Spruce Street. No access will be allowed to and from the subject property from Route 6/10. Access will be allowed from Spruce Street only (see Exhibit A attached).

The subject property is roughly rectangular in shape and is located on the north side of Spruce Street in the Federal Hill neighborhood of Providence. The neighborhood boundaries are defined as Route 6/10 to the north, Route 6/10 to the west, Broadway to the south, and I-95 to the east. The subject neighborhood is characterized by a mix of land uses including retail, residential, some office, some institutional and some educational.

The subject property is bordered to north by Route 6/10, to the east by a residential property, to the south by Spruce Street with commercial and some residential properties located on the south side of Spruce Street.

The dominant influence on the neighborhood is Atwells Avenue one block to the subject property's south. Atwells Avenue and Federal Hill are known for their many, quality restaurants, most serving Italian cuisine. Some of these dining establishments include The Prime Steakhouse, The Oyster Bar, Constantino's, Venda Ravioli, The Blue Grotto, Mediteraneo, Camille's, Cassarino's, Pane e Vino and the Old Canteen. Sovereign Bank, Bank of America, Don Jose Tequilas, Tony's Colonial Food Market, Hill Top Poultry, Acorn Social Club, Roma Gourmet Market, and, Gasbarro's liquors are also located in the neighborhood, within two or three blocks of the subject. Spruce Street is home to Casa Christine Restaurant and Caserta's Pizzeria. St. John's Park and DePasquale Square are a convenient walk from the subject location. The neighborhood is in a revitalization stage of its life cycle with many properties renovated over the past 10± years.

Atwells Avenue is a two-lane, two-way main street traveling in an east/west direction. Spruce Street is a secondary road running in a two-way direction from Bond Street to De Pasquale Square. From De Pasquale Square to the west Spruce Street is one way in a

westerly direction. In front of the subject property Spruce Street is two way in westerly/easterly directions. Access to Interstates 95 and 195 from the subject property is convenient and less than a half mile away. RIPTA bus service is available on Atwells Avenue. The neighborhood is less than one mile west of downtown Providence and less than two miles from the Providence train station with MBTA commuter rail service to Boston.

**Description of the Subject Property**

Size	Shape	Frontage	Access
32,000± square feet or 0.735 acres	Roughly Rectangular	Spruce Street – 280’	Average
Topography	Zoning	Flood Zone	Utilities
Steeply sloping	C-1 & C-2	Flood Zone X	All utilities available, including Water & sewer

**Comments:** The subject property is a contiguous parcel. Its topography features a severe slope with a downward grade from south to north. The slope may materially affect the design of any planned improvements and the cost of their construction. Other than the slope the site appears functional for a myriad of uses.

The subject is located amid C-1 and C-2 zoning districts.

The C2 Commercial District is intended for single, two-family, three-family, and multi-family residences, and most retail, office, business and professional service uses. Lodging is also a permitted use as is state and local government, and parking lots. Dimensional and density requirements in the C2 District are as follow: No minimum lot size for commercial uses, 1,200 square feet minimum lot size area for each dwelling unit. Maximum height is three stories or 45 feet. Off street parking requirements are 1.5 spaces per dwelling unit. Service organizations require 1.5 spaces per 500 square feet of gross floor area or one space per 5 employees, whichever is greater. Office uses and retail trade uses require one space 500 square feet of GFA.

The C-1 District is similar to the C-2 district in permitted uses but does not permit retail unless it is 2,500 SF or less. Dimensional and density requirements for the C-1 district are the same as for the C-2 district.

According to the 2000 U.S. Census, the median household income for Providence residents was \$26,867, while the median family income was \$32,058, which is lower than the Rhode Island median household income of \$42,090 and the median family income of \$52,781.

Rhode Island is serviced by limited-access State routes and primary interstates. Interstate 95, the East Coast’s major north/south interstate, passes through the State of Massachusetts to the north, and Connecticut and New York to the south. Interstate 295 serves as the outer beltway for Providence’s northern, western and southwestern suburbs, and covers a semi-circle approximately 7 to 10 miles from downtown Providence. Interstate 195 connects Providence to several eastern suburbs, and further east to

communities in Massachusetts, such as Fall River, New Bedford and Cape Cod. Commuter rail service to Boston is available in Providence, and Amtrak train service is available to destinations throughout the country. The area is also accessible via water at the Port of Providence, and via air at the T.F. Green Airport in Warwick.

### **Improvement Description**

There are no improvements.

**Tax Data:** The subject is not assessed by the City of Providence.

### **Utilities**

All utilities and municipal services are available in sufficient quantities and include electricity, sewer, telephone, gas, public water services and trash removal. Police and fire services are full time, non-volunteer.

### **Location and Neighborhood**

The property is located within three quarters of a mile of downtown Providence. For a profile of Providence, Rhode Island's capitol city, see Exhibit B, attached.

### **Special Conditions**

1. Access to the subject property will be allowed from Spruce Street only (see Exhibit A). No access to the property will be allowed from Route 6/10. All and any costs associated with this access including, without limitation thereto, any cost of lighting, striping, lane creation and regulatory permissions are at the cost and obligation of the selected proposer.
2. The subject property will be sold "as is" by Quit Claim deed. **No warranty deed will be offered by the State.** The selected proposer will be responsible for the cost and preparation of a conveyance plat map and metes and bounds description of the property. The selected proposer will also be responsible for the cost and compliance with all subdivision requirements of the City of Providence. If the selected proposer desires the property's title examination, all costs and responsibilities therefor will be the selected proposer's. The property was acquired by the State under the power of eminent domain in 1966 and 1973.
3. The State will pay no broker's fee, finder's fee, commission, or other compensation to any party claiming to counsel or represent any proposer regarding the sale of the property.
4. No representations will or have been made by the State that the subject property meets Local, State or Federal ordinances, regulations or laws, governing zoning and/or the development of property commercially, industrially, residentially, or otherwise. All permits, empowerments, permissions and grants necessary for the subject property's sale and development are at the selected proposer's cost and

responsibility. Any variances, permission, or grants necessary to bring the subject property into zoning conformance and the expense therefor are the responsibility and at the cost of the selected proposer.

5. All proposals are subject to the stipulations of this Request of Proposals and are subject to the pre-emptive rights to the subject property's (re)purchase by its former owner(s) and the City of Providence pursuant to Title 37, Chapter 7, Section 3 of the General Laws of Rhode Island, 1956, as amended.
6. Any use of the subject property will be in compliance with "Appendix C," Title VI of the Federal Civil Right Act of 1964, as amended, i.e. without discrimination as to race, color, or national origin.
7. No billboard, sign, or other outdoor advertising devices shall be erected upon the subject property other than those indicating ownership or on-premise advertising and shall be subject to reasonable restrictions with respect to number, size, location, and design by regulation of the RIDOT and/or the Federal Highway Administration and subject to local zoning ordinances.
8. Any public utilities or municipalities having facilities under, over, or through the subject property as of the date of its conveyance to the selected proposer shall have the right and easement to continue to maintain, operate, and renew their facilities within the subject property.
9. The selected proposer will indemnify, save harmless, and defend the RIDOT and the subject State of Rhode Island from any claim or claims arising from the discovery, uncovering, finding, transportation, storage and disposal of any oil, hazardous material, hazardous waste, or hazardous substance, as those terms are defined by any applicable law, rule, or regulation, including without limitation, the Rhode Island Hazardous Waste Management Corporation Act, R.I.G.L. 23-19-1 et seq., the Rhode Island Hazardous Substance Act, R.I.G.L. 23-24-1 et seq., the Rhode Island Rules and Regulations for Hazardous Waste Generation, Transportation, Treatment, Storage, and Disposal, the Comprehensive Environmental Response, Compensation and Liability Act, as amended, 42 U.S.C. 9601 et seq., and the Resources Conservation and Recovery Act, as amended, 42 U.S.C. 6901 et seq., on, beneath, above, and under the subject property attributable to the selected proposer subsequent to the date the subject property is conveyed to the selected proposer arising under Rhode Island General Laws, Sections 23-19-1 through 23-19-27 inclusive, as amended or otherwise.
10. All costs associated with responses to this Request for Proposals and/or providing written and/or verbal clarification of its contents will be the responsibility of proposers. The State assumes no responsibilities or liabilities for these costs.
11. No environmental analyses of the subject property has been conducted to the best knowledge of the State. The State makes no assertions or warranties regarding the presence, if any, or absence, of asbestos, chemicals, hydrocarbons or other hazardous materials on the subject property. Proposers may conduct environmental studies of

the property at their cost and expense without right of recovery or offset therefor against the State. A copy of the findings, resolves and recommendation of any such studies conducted by the proposer must be furnished to the State.

12. Execution of a Purchase and Sale Agreement with the State.
13. The selected proposer will be required to submit to the State a completed Physical Alteration Permit Application (PAPA) describing the improvements and engineering to be employed to protect the subject property's slope and the integrity of the adjacent Route 6/10 right-of-way and highway. The PAPA shall be subject to the final approval of the State.
14. The City of Providence has endorsed the concept of the inclusion of public parking as a component of this site's development. Proposals that include a public parking component are encouraged. However, as noted on page 12, Evaluation and Selection of Proposals, the sole evaluation criteria will be the monetary offering to the State of Rhode Island.
15. **No proposals to purchase portions or subparts of the property will be accepted by the State. Proposers must offer to purchase the property in its 32,200± square foot entirety.**

## **Part II**

### **Instructions to Proposers**

Proposals must conform to the following requirements and must state the full name and address of the corporation, partnership, entity, or individual applying.

#### **Affidavits and Disclosures**

- Proposals must include an Affidavit of Non-Collusion (Form 1) stating that neither the proposer nor their agents, nor any other party for them, has paid or agreed to pay any money or valuable consideration directly or indirectly, to any person, firm, or corporation for assistance in procuring or attempting to procure the proposal award herein contemplated.
- Proposals must include an Affidavit of Non-Conviction (Form 2) stating that neither the proposer nor any of their officers, directors, partners, or any of their employees directly involved in obtaining or performing business with public bodies have been convicted of or have had probation before judgment, or have pleaded nolo contendere to a charge of bribery, attempted bribery, or conspiring to bribe in violation of the General Laws of Rhode Island or the law of any other state or the Federal Government.
- Proposers that are foreign corporations, that is, corporations not chartered in Rhode Island, but licensed to do business in Rhode Island, are required to submit with their proposal an affidavit duly executed by their president, vice president, or general manager and stating that the corporation has, in accordance with the provisions of the General Laws of Rhode Island, obtained a certificate authorizing it to do business in Rhode Island. These certificates or certified copies are obtained from the Rhode Island Secretary of State's Office.
- Corporations and partnerships are required to submit with their proposal a Certificate of Disclosure of Corporation or Partnership (Forms 3 and 4), listing the name and address of principal officers.

#### **Withdrawal of Proposal**

No proposal will be allowed to be withdrawn after it has been received by the State.

#### **Rejection or Acceptance of Proposals**

The State reserves the right to unconditionally accept or reject any and all proposals. The State likewise reserves the right to impose under the Quit Claim deed of conveyance any special conditions or restrictions which the State may deem necessary. Any proposal that is incomplete, conditional, obscure or which contains additions not called for, or irregularities of any kind, may be rejected by the State.

### **Unacceptable Proposals**

No proposals will be accepted from, nor will any proposal be awarded to, any person, entity, firm, or corporation that is in arrears or is in default to the State of Rhode Island upon any debt, tax, or contract, or that is a defaulter, in surety or otherwise, upon any obligation to the State of Rhode Island, or that has failed to perform faithfully any previous contract with the State of Rhode Island. No consideration will be given to proposals which are inconsistent with the information required in the attached Proposal Form (Part III).

### **Explanations Written and Oral**

Any additions or deletions to this Request for Proposals will be made known to all proposers via written addenda. The State will not be responsible for any oral instructions.

### **Signature of Bidder**

All proposals must be completed and signed in ink by the proposer or their representative.

### **Proposal Surety**

All proposals must be accompanied by proposal surety in the amount of \$35,000 (Thirty Five Thousand Dollars).

Proposal surety may be in the form of:

- a. A certified cashier's check made payable to "General Treasurer-State of Rhode Island."
- b. A bid bond payable to "General Treasurer-State of Rhode Island." Bid bonds must be underwritten by surety companies authorized and licensed to do business in the State of Rhode Island.

The State reserves the right to retain the sureties of all proposers until the selected proposer has received notice of proposal acceptance. Thereupon, sureties will be returned to all proposers. All surety companies must be listed with the Department of the Treasury, Fiscal Services, Circular 570, (latest revision published by the Federal Register). The State reserves the right to reject any or all proposals and to retain the selected proposer's surety should circumstances not created by the State arise after final proposal acceptance affecting completion of the property's sale, or execution of a deed of conveyance or closing thereon. The surety of the selected proposer may be credited to the purchase of the property.

### **Other Proposal Conditions/Requirement**

- Proposals will be considered to be **firm** and **fixed**. The State expects to receive fair market value for the sale of the property. **Proposals for the property's purchase must equal or exceed the sum of \$700,000 (Seven Hundred Thousand Dollars).**

- Proposals misdirected to other locations or which otherwise are not received by the State's Division of Purchases by the stipulated due date (see page 11), for any cause, will be determined to be late and will not be considered. The official time clock for the purpose of registering the receipt of a proposal is in the reception area of the Department of Administration's Division of Purchases, One Capitol Hill, Providence, Rhode Island.
- In accordance with Section 7-1.1-99 of the Rhode Island General Laws, 1956, as amended, no foreign corporation has the right to transact business in the State until it has procured a Certificate of Authority to do so from the Office of the Secretary of State (Tel: 401-222-2357). If applicable, a copy of this Certificate of Authority **MUST** be included by proposers with their proposal.
- The State is soliciting proposals pursuant to determining that such a process best serves the interest of the State and the general public and not because of any legal requirement to do so. The proposer acknowledges that it is the State's right to accept any proposal, or number of proposals, even if from different proposers; or to unconditionally reject any and all proposals; or to amend with the consent of the proposer any proposal prior to acceptance; or to waive any formality and otherwise effect the State's intent under this Request for Proposals all as the State in its sole judgment may deem to be in its best interest. The State reserves the un-obligated right to interview any and all proposers to fully understand their proposal as well as their individual or corporate experience.

The State will not be responsible in any manner for any costs associated with proposal submission. The individual proposals, including any documents, plans, photos and narrative material shall become the property of the State upon receipt. The State shall have the right to copy, reproduce, publicize, or otherwise dispose of each proposal in any manner that it selects. Furthermore, the State shall be free to use or to adopt as its own, without liability for payment or compensation, any idea, scheme, technique, layout, or document received in response to this Request for Proposals.

### **Pre-Proposal Conference**

A pre-proposal conference will be held at the following time and location:

**Time: 10:00 AM**

**Date: March 21, 2008**

**Place: At the subject property, Spruce Street, Providence, Rhode Island.**

Prospective proposers or their representatives are urged to attend this pre-proposal conference. Oral questions concerning this Request for Proposals will be considered only at this pre-proposal conference. No questions to or contact with State officials regarding this Request for Proposals, except for interviews which may be requested by the Selection Committee (see Part III, Page 12), will be allowed after this pre-proposal conference and until proposal award. If a question cannot be answered at the pre-proposal conference, a written response will be provided to all attendees.

**Part III**

**Proposal Form**

**Rhode Island Department of Administration  
Request for Proposals for  
Sale of 32,200± of Excess Land  
Spruce Street, Providence, Rhode Island  
Bid No: SPLP 130**

**Four (4) copies of this Proposal Form, signed and completed in ink by the proposer, must be submitted to:**

Department of Administration  
Division of Purchasing  
Second Floor  
One Capitol Hill  
Providence, Rhode Island 02908

Envelopes transmitting proposals must be entitled on the outside: “Bid No. SPLP 130, Sale of 32,200± Square Feet Excess Land, Spruce Street, Providence, Rhode Island.”

**The deadline for receipt of proposals is 10:00 A.M. March 31, 2008, at which time they will be publicly opened and read aloud only.**

**Proposers must comply with and respond to the following questions.**

**General Information**

Name of Proposer:  
Address of Proposer:  
Description of Proposer: (Corporation, Partnership, Association, etc.)  
E-Mail Address:  
Telephone Number:  
Fax Number:  
Name and address of any other person/parties collaborating in the submission of this proposal:

**Financial Information**

Credit: Please provide proposer’s present credit rating information. Specify if other than Dunn & Bradstreet.

Financial: Briefly describe the proposer’s financial status. Include bank and/or insurance references. Include a current statement of financial condition attested to by a Certified Public Accountant.

**Compensation Offered**

Please make your bid for the subject property on the line below. Bids must be for the entire 32,200± square foot property as described herein. No bids for portions or subparts of the property will be accepted by the State. **Bids must equal or exceed the sum of \$700,000 (Seven Hundred Thousand Dollars).**

**THE PROPOSER HEREBY OFFERS FOR THE PROPERTY THE SUM OF (PRINT OR TYPE IN INK):** \_\_\_\_\_

\_\_\_\_\_ Dollars.

**Evaluation and Selection of Proposals**

Following the opening of proposals on March 31, 2008, the State will require a thirty (30) day review period. Each proposal will be reviewed and evaluated by a formal Selection Committee. The committee will make a proposal award recommendation to the RIDOT Director who will recommend proposal award to the State Properties Committee. No proposal award will be in force or binding until approved by the State Properties Committee. The Selection Committee may require proposer interviews prior to award. The sole evaluation criteria will be the monetary offering to the State (100%). The State anticipates a proposal award on or about April 30, 2008 and a closing sixty days thereafter.

**Affidavits**

Include with this Proposal Form the affidavits and disclosures (attached as Forms 1, 2, 3, and 4) described in the Instructions to Proposers (**Part II**).

**Signatures and Acknowledgements**

Proposals must include with this Proposal Form the attached Signature Sheet (Form 5), duly witnessed and notarized.

The proposer acknowledges that it has received and read this Request for Proposals and its attachments, and that the terms thereof are incorporated by reference in this Proposal Form. This proposal constitutes a firm and fixed offer.

The State is soliciting competitive proposals pursuant to determining that such a process best serves the interest of the State and the general public and not because of any legal requirement to do so. The proposer acknowledges that it is the State’s right to accept or reject any or all proposals, to modify or amend with the consent of the proposer any proposal prior to acceptance, to waive any informality and to effect any agreement all as the State in its sole judgment may deem to be in its best interest.

**Questions and Information**

Questions and requests for additional information concerning the Request for Proposals should be directed to:

Mr. Anthony DeQuattro  
Senior Real Estate Specialist  
Department of Transportation  
Facilities and Property Management  
Two Capitol Hill  
Providence, RI 02908  
Telephone: (401) 222-2411 Ex. 4547

**Signature Sheet**

This Signature Sheet must be completely filled out, signed and returned with your proposal.

See sections “a” and “b” below.

Submitted and all terms and conditions of this Request for Proposals entitled “Bid No. SPLP 130 Sale of 32,200± Square Feet of Excess Land, Spruce Street, Providence, Rhode Island” and all attachments thereto, are hereby acknowledged and agreed to:

- a. If the proposer is a partnership or corporation, at least two (2) officers must sign as follows:**

\_\_\_\_\_  
Partnership/Corporation Name and Address (print or type in ink)

Signed By: \_\_\_\_\_ Its: \_\_\_\_\_

Signed By: \_\_\_\_\_ Its: \_\_\_\_\_

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

The above signed agree that they are the \_\_\_\_\_  
and \_\_\_\_\_ of the partnership/corporation named above and that they  
signed this proposal for and on behalf of the above named partnership/corporation and that they  
are authorized to so sign for and on behalf of said partnership/corporation.

- b. If the proposer is an individual or entity other than a partnership/corporation, the proposal must be signed as follows:**

(print or type in ink)

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

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

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

**(Form 5)**



**Request For Proposals  
Bid No. SPLP 130  
State of Rhode Island and  
Providence Plantations**

The Rhode Island Department of Transportation (RIDOT), acting through the Department of Administration, invites proposals for the sale of excess real property. The property comprises approximately 32,200± square feet of land located at Spruce Street, Providence, Rhode Island.

**Proposal packages are available from the Department of Administration's Division of Purchasing, Second Floor, One Capitol Hill, Providence, Rhode Island 02908, between the hours of 8:30 AM and 4:00 PM, Monday through Friday or go to our Web site [www.statepropertiescommittee.ri.gov/ads.htm](http://www.statepropertiescommittee.ri.gov/ads.htm)**

The Department of Transportation's contact person for this Request for Proposals is Mr. Anthony DeQuattro, Senior Real Estate Specialist, who may be reached at (401) 222-2411, Ext. 4547.

**An inspection of the property and pre-proposal conference is scheduled for 10:00 A.M. March 21, 2008 at the property's location at Spruce Street, Providence, Rhode Island.**

Proposals must be submitted in sealed envelopes clearly marked "Bid # SPLP 130, Sale of 32,200± Square Feet of Excess Land, Spruce Street, Providence, Rhode Island." **Proposals must be received at the following address not later than 10:00 A.M., March 31, 2008, at which time they will be publicly opened and read aloud only:**

Department of Administration  
Division of Purchasing  
Second Floor, One Capitol Hill  
Providence, Rhode Island 02908

The State of Rhode Island, at its sole discretion, reserves the right to reject any and all proposals.

Jerome F. Williams  
Director  
Department of Transportation

**AFFIDAVIT OF NON-COLLUSION**

I, \_\_\_\_\_ of \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_  
[city/town] [state]

being of lawful age, duly sworn, state that I am an Agent authorized by the Proposer to submit the attached proposal of the Proposer's behalf. That the proposal filed herewith is not made in the interest of or on the behalf of any undisclosed person, partnership, company, association, organization or corporation. That such proposal is genuine and not collusive or a sham; that said proposer has not, directly or indirectly induced or solicited any other proposer to put in false or sham proposal, and has not, directly or indirectly, colluded conspired, connived or agreed with any proposer or anyone else to put in a sham proposal, or that anyone else shall refrain from proposing. That said proposer has not in any manner, directly or indirectly, sought by agreement, communication or conference with any party to fix the proposal price of said proposer or any other proposer, or fix any overhead, profit, or cost element of such proposal price of said proposer or any other proposer, or to secure any advantage against the State or anyone interested in this Request for Proposals, Bid No. SPLP 130 Sale of 32,200± Square Feet of Excess Land, Spruce Street, Providence, Rhode Island. That the proposer has not been a party to any collusion with any official of the Rhode Island Department of Transportation or any employee of the Rhode Island Department of Transportation as to quantity, quality, or price in the prospective Request for Proposals. That there has been no discussion between proposer and any official of the Rhode Island Department of Transportation or any employee of the Rhode Island Department of Transportation concerning exchange of money or other things of value for special consideration in submitting a sealed proposal for this Request for Proposals. That all statements contained in such proposal are true; that proposer has not directly or indirectly, submitted his proposal price or any breakdown thereof of the contents thereof, or divulged information or data relative thereto to other parties.

Proposer: \_\_\_\_\_

Signed and sworn before me this \_\_\_\_\_ day

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

of \_\_\_\_\_, 200\_\_.

Name: \_\_\_\_\_  
(typed or printed)

\_\_\_\_\_  
Notary Public

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

My Commission expires \_\_\_\_\_

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

Affix seal