**CONFIDENTIALITY ACKNOWLEDGMENT**
**FOR CITY OF BRANDON**
**COLLECTION AGENCY SERVICES FOR A FIVE (5) YEAR TERM**
**Item #L-23**

I ,_____, hereby confirm that I hold the position of _____ with _____(the "Bidder") and am authorized to bind the corporation. The Bidder agrees to ONLY use the 'Additional Information' (Total Debt Referred to Collections 2016 to 2020) and its contents that have been provided to the Bidder, by the City of Brandon, for the preparation of the Quotation pricing for the "Collection Agency Services for a Five (5) Year Term" and will keep its contents confidential.

The Bidder further agrees that when it prints out the contents or shares them with any sub consultants, that the Bidder shall ensure the sub consultants return all materials to the Bidder.

The Bidder further agrees to destroy the files and ALL the materials in its possession or sub-consultants possession once an award is made, whether the Bidder is the successful Bidder or not.

This _____ day of_____ a.d. 2022

| | |
|---|---|
| _____ | _____ |
| I am authorized to bind the corporation<br>(Signature of Bidder & corporate seal) | Witnessed by<br>(Signature of Witness) |
| _____ | _____ |
| _____ | _____ |
| (Print here the name and official capacity<br>of individual whose signature appears above) | (Print here the name and official capacity<br>of individual whose signature appears above) |
| Address of Bidder | Address of Witness |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| Telephone | Telephone |