

**Charlotte County  
PO Box 608  
250 LeGrande Avenue  
Charlotte Court House, VA 23923**

**ADDENDUM 1**

Date: May 12, 2017

Reference: RFP # 037-207, Agent of Record/Insurance Broker Services

Bid Due Date: May 25, 2017 at 4:00 pm

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**REVISION TO INCREASE NUMBER OF COPIES REQUIRED**

REVISED: Section IV (page 5) Submission of Proposals, Item 1 under Section A has been revised as follows:

*To receive consideration your proposal with original signature along with **three (3)** hardcopies must be received in the Charlotte County Administrator's Office no later than 4:00 pm on Thursday, May 25, 2017.*

All other requirements remain unchanged.

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Please acknowledge receipt and acceptance of this addendum by completing the section below and returning the addendum with your proposal. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Signature/Title

\_\_\_\_\_  
Date