

November 6, 2020

Dan Murphy, Executive Director  
Northwest Regional Council  
600 Lakeway Drive  
Bellingham, WA 98225

Dear Mr. Murphy:

Enclosed please find two original copies of a contract for services agreement between Whatcom County and Northwest Regional Council for the support of the Meals on Wheels program. Please review, sign, notarize and return both copies to our office. Please be sure to submit the required certificate of insurance.

The contract is scheduled for council action on December 8<sup>th</sup>. Once approved and signed by Executive Sidhu an original signed agreement will be returned to you for your records.

Please don't hesitate to contact our office should you have any additional questions regarding this contract.

Sincerely,

Tawni Helms  
Administrative Coordinator