



Oakland Industrial Development Board

July 08, 2026 – 6pm to 8pm, @ Town of Oakland Industrial Development Board Office

2735 Hwy. 64 – Suite 109, Oakland Tennessee 38028

Regular Agenda

1. **Call to Order.**
2. **Prayer.**
3. **Pledge of Allegiance.**
4. **Determine Quorum**
5. **Treasurer Report: Update on Fiscal Year '26 – '27 Fiscal Year Funding Update.**
6. **Approval of the Agenda.**
7. **Public Comments.**
8. **Consideration and Approval of Minutes for May and June 2026.**
9. **Discussion: Board Counsel Hire Recommendation. (Motion)**

Director's Report:

10. **Ethics Training required by State of TN annually. Set a date.**
11. **IDB Office: Technology data collection you requested complete. Next step:
recommend purchase to full board (Motion)**
12. **Annual Operating Budget. Continuing to gather data.**
13. **Other Business.**
14. **Adjournment – Next Meeting: August 11th, 2026. 6pm, City Hall.**

Re: IDB

1 message

Jonathan Crisp <jcrisp.eda@gmail.com>
To: Harvey Ellis <hellis@oaklandtn.gov>

Tue, Jun 30, 2026 at 4:08 PM

Harvey,

Please convey to the Mayor and Honorable Board of the Town of Oakland that the Oakland IDB is very appreciative of this additional funding. I would like to especially thank you for your recommendation and support. Thank you!

Kindest Regards,

Jon Crisp
Executive Director
The Town of Oakland's
Industrial Development Board
(901)833-7570

cc:Chairman Jana Green

On Tue, Jun 30, 2026 at 2:59 PM Harvey Ellis <hellis@oaklandtn.gov> wrote:

Just letting you guys know, the Board passed the 26-27 budget last night. \$72,000 plus \$10,000 for legal fees was allocated for the IDB.

Harvey Ellis
Town of Oakland
Town Manager
901-508-2874



The Industrial Development Board of the Town of Oakland Tennessee

Regular Meeting

Meeting Minutes

April 14, 2026

Held at Town of Oakland City Hall, 170 Doss Circle, Oakland Tennessee 38060

Present: Chairman Jana Green,

Directors: Vinny Bleau, Ken Sutton, Paul Witt, Jay Edwards,

Also Participating: Jon Crisp – Advisor, Josh Lawhead – Town Attorney

1. Call to Order by Chairman Jana Green 6:00pm
2. Prayer and Pledge of Allegiance to the American Flag.
3. Roll Call – Vinny Bleau – Secretary, A Quorum was established. (Not Present Paul Witt, Aron Pullen)
4. Motion to approve Amended April Agenda -moved items 11 and 12.b to item 8 (Edwards/Sutton), Unanimous vote
5. Motion to approve February minutes (Edwards/Bleau). Approved (all ayes, Sutton no).
6. Public comments: Comments revolved around IDB funds and expenses going forward.
7. Discussions on Board of Mayor and Alderman workshop and goals of IDB. Town Manager mentioned support from the Board and likely needs for more funds to IDB next budget cycle. Town attorney, Josh Lawhead, recommended liability insurance on leased office space for IDB. Possible liability insurance for IDB consultant Jon Crisp. Town Manager will look into adding him to town's PEP (Public Entity Partners) plan.
8. Town consultant, Jon Crisp, agreed to provide IDB a list of expenses incurred to IDB. Employment agreement for Crisp will start April 1, pending changes from Lawhead on Article 6 of the Consultant Employment Agreement regarding liability insurance.
9. Motion to approved the Consultant agreement pending changes from Lawhead (Daigle/Bleau). Motion approved (all ayes, Sutton no).
10. Motion for Chairman, Jana Green, to enter into lease agreement for office space with the Bank of Fayette (Sutton/Daigle). Unanimous approval.
11. Item 9 of the Agenda: Crisp agreed to provide a list of recommended attorneys for the IDB. IDB requesting 3-5 recommendations.
12. Item 10, inter-local agreement: Jana is going to ask Josh Lawhead to provide a template to enter into a local agreement with Fayette County. Motion to approve (Daigle/Bleau). Unanimous vote.
13. Crisp reviewed agenda items on how to market the IDB.
14. Motion to adjourn meeting (Bleau/Daigle).

The Industrial Development Board of the Town of Oakland Tennessee
Regular Meeting

Jana Green

Jana Green - IDB Chairman
April 14, 2026

Vinny Bleau

Vinny Bleau - IDB Secretary
April 14, 2026

The Industrial Development Board of the Town of Oakland Tennessee

Regular Meeting

Meeting Minutes

May 19, 2026

Held at Town of Oakland City Hall, 170 Doss Circle, Oakland Tennessee 38060

Present: Chairman Jana Green,

Directors: Vinny Bleau, Aron Pullen, Blake Daigle,

Also Participating: Jon Crisp – Advisor

1. Call to Order by Chairman Jana Green 6:05pm
2. Prayer and Pledge of Allegiance to the American Flag.
3. Roll Call – Vinny Bleau – Secretary, A Quorum was established. (Not Present Jay Edwards, Aron Pullen)
4. Motion to approve May Agenda (Witt/Daigle) - Unanimous vote
5. Motion to approve amended April minutes amended for correction of Paul Witt and Blake Daigle attendance (Witt/Daigle).
6. Effective 5/12/26, Vice Chair Ken Sutton resigned from the Oakland IDB.
7. Jana Green motion to open nominations for Vice Chair.
8. Bleau nominates Blake Daigle, motion seconded by Daigle
9. Jana Green motion to vote for Daigle for Vice Chair (Bleau second).
10. Voice vote for Blake Daigle - unanimous
11. Public comments: Comments revolved around IDB funds and expenses going forward.
12. Josh Lawhead resigned from IDB
13. Discussion on Interlocal Agreement with Fayette County was tabled until IDB gets a new attorney.
14. Jon Crisp opens discussion on 3 lawyer recommendations: Patricia Adrian of Harris Shelton, William Brantley of Harris Shelton, and Justin Starling of Bass Berry Sims. Discussed possible legal fees. Jon said he was able to work with lawyers in the past for \$225/hour. Any businesses that get a TIF from IDB will pay their own legal expenses to the IDB. Jana Green asked Jon to reach out to each candidate for the interest. Board would then bring final candidate/s to IDB meeting for public hearing. Goal is to have an attorney in place by the June meeting.
15. Motion to bring in attorneys for interviews by June meeting (Witt/Daigle)-vote unanimous
16. Executive Director Jon Crisp will get personal liability coverage of up to \$1,000,000. IDB was added to the town's insurance policy.
17. Motion to approve employment agreement with Jon Crisp with start date of May 1, 2026 (Daigle/Witt) – unanimous vote.

The Industrial Development Board of the Town of Oakland Tennessee Regular Meeting

18. Discussion on budget and need for IDB to get an auditor. Possible audit expense was discussed. Recommended to go to the Tennessee Comptroller's website to find other IDBs and who they have used for auditors. It was discussed the IDB may need to hire someone and/or have trainings on public accounting for record keeping.
19. Physical office supply needs were discussed. Jon Crisp has quotes for office equipment. Jana asks Jon to get one more quote and to bring back by next meeting a ranking of what equipment is priority due to cost concerns from IDB. It was mentioned the IDB is tax-exempt and would save money on current bids by removing the sales taxes. Green asks town manager to send the IDB the town's policy on purchasing supplies. Jon Crisp will ask Mtask as well.
20. Office keys for new office. Jon Crisp, Jana Green, and Blake Daigle will each have a key.
21. Open discussion on what a conduit lender is and the role the IDB plays in TIF projects/funding. Once IDB approves projects, Oakland Planning Commission, Board of Mayor and Alderman, and Fayette County would need to approve the project as well.
22. June 9, 2026 is next meeting at Oakland Town Hall.
23. Motion to adjourn (Daigle/Witt) – unanimous.

Jana Green

Jana Green - IDB Chairman
May 19, 2026

Vinny Bleau

Vinny Bleau - IDB Secretary
May 19, 2026

The Industrial Development Board of the Town of Oakland Tennessee

Regular Meeting

Meeting Minutes

June 9, 2026

Held at Town of Oakland City Hall, 170 Doss Circle, Oakland Tennessee 38060

Present: Chairman Jana Green,

Directors: Vinny Bleau, Aron Pullen, Blake Daigle, Paul Witt, Jay Edwards

Call to Order by Chairman Jana Green 6:00pm

1. Prayer and Pledge of Allegiance to the American Flag.
2. Roll Call – Vinny Bleau – Secretary, A Quorum was established. (Not Present: Jon Crisp)
3. Motion to approve May Agenda (Daigle/Witt) - Unanimous vote
4. May minutes approval moved to July meeting – no hard copies for review due to Jon Crisp absence.
5. Checking account update: Aron said opening balance according to First Citizens will be \$50,000. Budget Committee setup will be delayed until Town approves their FY26-27 budget to see what funding IDB will have to operate with.
6. Introduction of Patricia Adrian of Harris Shelton for consideration to be IDB attorney.
Questions from IDB members revolved around conflicts of interest, experience with TIFs, and hourly rates. Adrian stated she does not have any conflicts of interest. She has done about 7-8 TIFs and around 50 PILOTs. She has used Younger and Associates for economic impact analysis. She can provide IDB with TIF training, Roberts Rules of Order training, and draft TIF policies for IDB. The IDB expressed we would like TIF training to be done in a public setting for transparency for the citizens. Her rate for IDB meeting will be \$375/hour. Any project-related work will be \$400/hour but that is charged to the developer. Adrian will bill IDB quarterly. Jana Green will draft an engagement letter for IDB to consider approving with Adrian at the July meeting.
7. Item number 10, Motion to approve the authorized signers for the IDB checking account (Edwards/Witt)-unanimous vote.
8. With Jon Crisp absent, Chair Green provided a brief update on TIF proceeds and use of funds for town. IDB office supply quotes are still being finalized. She recommended Jon Crisp give IDB a priority list of must haves for the IDB office. IDB will likely adopt town purchasing policy. Budget Committee will be discussed at next meeting once IDB has a better idea of what funds we have to operate with for the next fiscal year.
9. July 8, 2026 is next meeting at Oakland Town Hall.
10. Motion to adjourn (Daigle/Pullen) – unanimous.

The Industrial Development Board of the Town of Oakland Tennessee Regular Meeting

Jana Green - IDB Chairman
June 9, 2026

Vinny Bleau - IDB Secretary
June 9, 2026

Patricia Adrian

Member

Harris Shelton Hanover Walsh, PLLC

tadrian@harrisshelton.com

6060 Primacy Parkway, Suite 100

Memphis, TN 38119

(901) 525-1455

Concentration:

Economic Development

Commercial and Residential Real Estate

Commercial Finance

Mergers and Acquisitions

Bio:

Tricia Adrian is a Member in the Memphis office of Harris Shelton. Tricia has been practicing in the business transactional and real estate fields since 2007. Tricia represents public and private companies and local Industrial Development Boards with their economic incentive transactions, programs, and general matters. In addition to her economic development work, Tricia focuses her practice in the areas of commercial loan transactions, residential and commercial real estate, and mergers and acquisitions.

Professional Honors and Activities:

Mid-South Super Lawyers Rising Star (2015, 2019, 2020, and 2021)

Best Lawyers (2024, 2025)

Memphis Bar Foundation, Fellow

Memphis Bar Association, Young Lawyers Division Board, 2012 and 2014

Memphis Bar Association, Member

Tennessee Bar Association, Member

Super Women in Business, Memphis Business Journal, 2022

Civic and Community Involvement:

Children's Museum of Memphis, Board Member

Women's Foundation for a Greater Memphis, Board Member

University Neighborhoods Development Corporation, Board Member, Vice

Chair MidSouth Development District, Regional Economic Strategy Committee

Safer, TN, Coalition Growth Committee

CREW (Commercial Real Estate Women) Network, Member

Junior League of Memphis, Current Sustainer, Previous: Sustainer Counsel, Fund Development Council, Retail Development Chair and 5k Director

Past President of the University of Alabama Alumni Association, Memphis Chapter

Grace St. Luke's Episcopal School, Parents Association, Board Member,

2023-2024 Grace St Luke's Episcopal School, Saints Slam Tennis Committee, 2026

Forest Spence Fund, Swing for Forest, Committee Member, 2025

Presenter, Memphis Bar Association, Continuing Education Seminar on Economic Development

Incentives in Memphis & Shelby County, 2025

Education:

University of Memphis Cecil C. Humphreys School of Law, Juris Doctor 2007

University of Alabama, Bachelor of Science, Business Management 2004

The Legal Requirement

Under Tennessee state law (T.C.A. § 7-53-301), every director on an industrial board must formally acknowledge the state's conflict of interest rules. This law (T.C.A. § 12-4-101) makes it illegal for officials to have a personal financial interest in any contract made by their board. [\[1, 2\]](#)

Purchasing Priorities for OIDB as of July 1, 2026

1. Establish all utility accounts / deposits.
2. Order a front door and window signage.
3. Installation of a land line telephone with an easy / simple number.
System must have off hours answering machine.
4. Install a monitored security system w/ 3 trail type cams (Theft / Fire).
5. Order Office Technology Package for full functionality.
6. Subscribe to required system maintenance agreements.
7. Critical: Boardroom Table and Chairs for 8 to 10. (Waiting Room Option)
8. Order Office Furniture minimum. Lobby, 2 Desks, 2 Office chairs, 1 4-Drawer locking file cabinet, 1- 2 Drawer Lateral File.
9. Order a fire proof safe.
10. Wall mounted Key Box.
11. Order office supplies. (Will provide List)
12. Order janitorial supplies for cleaning and bathrooms.
13. Other Ideas ?

OIDB Technology Competitive Pricing June 28, 2026

Sheet 1 of 4

ITEM	SOURCE	PRICE
1- Dell Pro 14"TS Notebook GDFT1 GB SSD Windows 11, F Cam – Wireless LAN	Sandstorm IT	\$ 1,710.94
2 - Dell Pro 14"TS Notebook GDFT1 GB SSD Windows 11, F Cam – Wireless LAN	Dell Direct	\$ 1,769.00
NOTE = This particular Computer can only be purchased from Dell either directly or one of their authorized vendors, of which Sandstorm IT is one.		
1 – Sceptre 24" Monitor	Sandstorm IT	\$185.00
2 – Sceptre 24" Monitor	Tech SpecsT	\$149.99
3– Sceptre 27" Monitor	Walmart	\$199.99
4 – Sceptre 24" Monitor	IBS.com	\$188.70
1 - Dell Pro Dock – For Deskyp/PC - Charging Capable – USB Type C, 130 W 4 Displays.	Sandstorm IT	\$249.95
2 - Dell Pro Dock – For Deskyp/PC - Charging Capable – USB Type C, 130 W 4 Displays.	Tech Specs	\$299.99
3 - Dell Pro Dock – For Deskyp/PC - Charging Capable – USB Type C, 130 W 4 Displays (Memorial Day Sale Reg. \$319.99)	Best Buy	\$249.99
4 - Dell Pro Dock – For Deskyp/PC - Charging Capable – USB Type C, 130 W 4 Displays	Dell Direct	\$299.99

1 – Brother MFC L3720CDW Color Laser Printer. Scan, Copier, Fax Business Printer w Auto Duplex	Sandstorm IT	\$641.07
2 – Brother MFC L3720CDW Color Laser Printer. Scan, Copier, Fax Business Printer w Auto Duplex	Best Buy	\$459.99
3 – Brother MFC L3720CDW Color Laser Printer. Scan, Copier, Fax Business Printer w Auto Duplex (Cont)	Levovo	\$459.99
4 – Brother MFC L3720CDW Color Laser Printer. Scan, Copier, Fax Business Printer w Auto Duplex	Brother	\$459.99
1 – Brother HL_L2405W Monochrome B&W Laser Printer. Scan, Copier, Fax Business Printer w Auto Duplex.	Sandstorm IT	\$199.00
2 – Brother HL_L2405W Monochrome B&W Laser Printer. Scan, Copier, Fax Business Printer w Auto Duplex.	Office Depot	\$139.99
3 – Brother HL_L2405W Monochrome B&W Laser Printer. Scan, Copier, Fax Business Printer w Auto Duplex.	Walmart	\$124.99
1 – Ubiquiti UniFi Lite 8 Port Gigabit PoE Compliant Managed Switch	Sandstorm IT	\$175.00
2 – Ubiquiti UniFi Lite 8 Port Gigabit PoE Compliant Managed Switch	Amazon	\$259.92
3 – Ubiquiti UniFi Lite 2 Port Gigabit PoE Compliant Managed Switch	Ubiquiti Store	\$109.00

1 – Logitech Wireless Keyboard and Mouse Qty – 2	Sandstorm IT	\$ 40.00
2 – Logitech Wireless Keyboard and Mouse Qty – 2	Best Buy	\$ 40.00
3 – Logitech Wireless Keyboard and Mouse Qty – 2	Dell Direct	\$ 70.00
1 - Ubiquiti Cloud Gateway Max (1T)	Go to Direct IT	\$771.02
2 - Ubiquiti Cloud Gateway Max (1T)	Amazon IT	\$489.90
3 - Ubiquiti Cloud Gateway Max (1T)	Sandstorm IT	\$399.00
1 – Ubiquiti Networks Pro Access Point	Sandstorm IT	\$199.00
2 – Ubiquiti Networks Pro Access Point	Go yo Direct IT	\$277.42
3 – Ubiquiti Networks Pro Access Point	Amazon IT	\$239.00

OIDB Technology Competitive Pricing June 28, 2026

Sheet 2 of 4

ITEM	SOURCE	PRICE
1- CyberPower UPS/ APC 700VA/370W SL700U Stanby UPS System, 8 Outlet – Slim Profile Preferred	Sandstorm IT	\$ 130.43
2 - CyberPower UPS/ APC 700VA/370W SL700U Stanby UPS System, 8 Outlet – Slim Profile Preferred	Best Buy	\$ 193.19
3 - CyberPower UPS/ APC 700VA/370W SL700U Stanby UPS System, 8 Outlet – Slim Profile Preferred	Office Depot	\$ 187.59

Board Room Technology

1 - Hisense 75-Inch Class A6 Series 4K UHD Smart TV -	Sandstorm IT	\$ 749.99
2 - Hisense 75-Inch Class A6 Series 4K UHD Smart TV -	Best Buy	\$ 431.99
3 - Hisense 75-Inch Class A6 Series 4K UHD Smart TV -	Staples	\$ 249.99
1 = Full Motion Wall Mount, for 37-82 Inch TV's, Up to 132 lbs.Max VESA 600 X 400mm Bracket with Dual Articulating Arms w Tilt Swivel	Sandstorm IT	\$ 75.00
2 = Full Motion Wall Mount, for 37-82 Inch TV's, Up to 132 lbs.Max VESA 600 X 400mm Bracket with Dual Articulating Arms w Tilt Swivel	Lowes	\$ 114.98
3 = Full Motion Wall Mount, for 37-82 Inch TV's, Up to 132 lbs.Max VESA 600 X 400mm Bracket with Dual Articulating Arms w Tilt Swivel	ibspot	\$ 129.99

1 – Dell Pro Micro PC V6TNK 16GB DDRS , 256GB SSD, WiFi 6E,Bluetooth 5.3, 90W PSU, RJ_45HDMI, Win 11 Pro. Intel Ultra 3-235T, Intel Graphics.	Sandstorm IT	#1,189.55
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2 – Dell Pro Micro PC V6TNK 16GB DDRS , 256GB SSD, WiFi 6E,Bluetooth 5.3, 90W PSU, RJ_45HDMI, Win 11 Pro. Intel Ultra 3-235T, Intel Graphics	Dell Direct	#1,201.65
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1 – Polycom Soundstation VTX 1000 Conference Phone. (2200-07300-001) Certified Refurbished. 360 Degree Microphone. 1 Year Warranty, 39 Day Return.	MetrolineDirect.com	\$69'95
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2 – Polycom Soundstation VTX 1000 Conference Phone. (2200-07300-001) New. 360 Degree Microphone.	Amazon	\$ 1,300.00
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Misc. Items

1 – Small Device Wall Bracket for Board Display.	Sandstorm IT	\$25.00
2 – Logitech Keyboard and Mouse	Sandstorm IT	\$40.00

1- Logitech MeetUp and Expnsion Mic	Sandstorm IT	\$1,152.64
2- Expansion Mic for MeetUp (Only)	Logitech	\$ 279.99
3- Logitech MeetUp (Only)	Logitech	\$ 999.99



Quote

Quote Number: 1277

Quote Expiration Date: 06/11/2026

Contract Term: Annual

Quote Prepared For

Jon Crisp
Industrial Development Board of the Town of Oakland
TN
2735 Hwy 64, Ste 109
Eads, TN 38028
United States
Phone: 1-901-833-7570
jcrisp.eda@gmail.com

Quote Prepared By

Matt Ballard
SandStorm IT
61 Atoka McLaughlin Dr
Atoka, TN 38004
United States
Phone: 1-901-313-3254
matt.ballard@sandstormit.com

Item#	Quantity	Item	Unit Price	Adjusted Unit Price	Extended Price
Monthly Fees					
1)	2	Veeam Backup & Replication Standard Subscription (Workstation) Subscription license for Veeam Standard Edition for a Bare Metal Workstation	\$7.00	\$7.00	\$14.00
2)	1	Core Backup Storage 1TB Core Backup Storage	\$120.00	\$120.00	\$120.00
Monthly Subtotal					\$134.00
Total					\$134.00

Backup Scope

The backup services described in this Quote are based on the specific computers/devices and backup type(s) (image backup and/or file backup) listed in the **Quote Comment / Scope** section of this Quote, including exactly what data is being backed up. Only items specifically listed in the Quote Comment / Scope section are included.

Changes Require a Ticket

Any additions, removals, or changes to the backup scope (including adding/removing computers, changing a device between image and file backup, adding new volumes/shares, changing retention, or any other change that impacts backup needs) must be requested by submitting a ticket through our ticketing portal. Verbal or informal requests are not considered approved scope changes.

Customer Responsibility to Notify of Changes

It is the Customer's responsibility to notify SandStorm IT, Inc., by submitting a ticket through our ticketing portal, of any software upgrades, system or infrastructure changes, new applications/data sources, or other changes that could affect backup scope.

Billing Adjustments

Billing will automatically adjust based on usage and protected items, as reflected in the Quote Comment / Scope section and subsequent invoices.

By approving this Quote, you are agreeing to the Terms and Conditions as described at <https://SandStormIT.com/Terms/>.

We do not warranty or guarantee software or data in any way.

Upon acceptance of this Quote, the Contract Term will begin on the date of the initial invoice and will continue for Annual. Upon the expiration of the original term, the Contract shall be automatically renewed for a period of twelve (12) months unless either party provides thirty (90) day written notice to the other party prior to the renewal date.

If Industrial Development Board of the Town of Oakland TN terminates this Contract before the end of the Initial Term or any Renewal Term, SandStorm IT, Inc. will charge Industrial Development Board of the Town of Oakland TN an early termination fee equal to 25% of the remaining monthly fees under this Contract.

Authorized & Approved By:

Approval Date:

We do not warranty or guarantee software or data in any way.



Quote

Quote Number: 1277

Quote Expiration Date: 06/11/2026

Contract Term: Annual

Quote Prepared For

Jon Crisp
Industrial Development Board of the Town of Oakland
TN
2735 Hwy 64, Ste 109
Eads, TN 38028
United States
Phone: 1-901-833-7570
jcrisp.eda@gmail.com

Quote Prepared By

Matt Ballard
SandStorm IT
61 Atoka McLaughlin Dr
Atoka, TN 38004
United States
Phone: 1-901-313-3254
matt.ballard@sandstormit.com

Item#	Quantity	Item	Unit Price	Adjusted Unit Price	Extended Price
Monthly Fees					
1)	2	Veeam Backup & Replication Standard Subscription (Workstation) Subscription license for Veeam Standard Edition for a Bare Metal Workstation	\$7.00	\$7.00	\$14.00
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Authorized & Approved By:

Approval Date: