

ATTACHMENT 2

October 7, 2008

Lieutenant Jeff Spence
460 Rocky Fork Blvd.
Gahanna, Ohio 43230

Dear Mr. Spence:

This letter will be considered our letter of understanding, effective January 1, 2009. If there are any provisions that are unacceptable, please feel free to notify me.

Rockwood Dry Cleaners agrees to clean and press up to 10 work related items per week, for all full time employees of the Gahanna Police Department. We will also clean all blankets and jumpsuits used in the jail. Reserve officer uniforms will be cleaned at a cost of \$3.00 per shirt and \$3.00 per slack to be paid by the reserve officer.

I would like to request that we have two days to clean the items brought in to be cleaned.

Exclusions to this contract include leather and suede garments or jackets, which will be cleaned at regular price.

Any minor repairs such as retaking a hem, replacing buttons, restitching patches, will be completed at no additional charge.

The Gahanna Police Department agrees to pay Rockwood Dry Cleaners \$1575.00 per month upon receipt of an invoice for the cleaning services rendered at the end of each month.

Major alterations such as tapering shirts or shortening slacks will be charged and billed separately by our in house seamstress. Rockwood Dry Cleaners currently charges our retail customers \$16.00 to shorten slacks and \$22.00 to taper shirts. The charge to the Gahanna Police Department will be \$6.00 per item altered. These prices represent our seamstress's cost to alter the items.

Each officer who utilizes our alteration department will be given an invoice for the alteration and additional copies will be sent to the Gahanna Police Department at the end of each month. These copies will reflect each alteration completed.

Thank you for your business

Seth F. Rowe
Owner
Rockwood Dry Cleaners