



Southern Sunshine Group Inc.
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David Waller

City of Daytona Beach- Public Works

Deputy Public Works Director

950 Bellevue Ave, Daytona Beach, FL 32114

Dear Mr. Waller,

I wanted you to know that we greatly appreciate the opportunity given, however in the best interests of both parties, please allow this letter to serve as a termination of the contract on 8/22/2018. We will continue to provide services throughout the rest of August, with our last day being August 31st, 2018. I think that should allow ample time to get a new contractor and / or city staff on board for a seamless transition.

Please note that we will submit any outstanding invoices, inspection sheets and reports no later than September 5th, 2018.

If you have any questions or need any further information about our discontinuation of services, you can contact me at 904-571-8511 or email me at Sarah@southernssunshinegroup.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Keane", written over a horizontal line.

Sarah Keane