

Service Agreement

between

the Italian Cultural Institute, located at 3000 Whitehaven Street NW, Washington, DC 20008, represented by the *ad interim* Director, Amb. Armando Varricchio, hereinafter called "Institute"

and

Linemark, located at 501 Prince Georges Boulevard, Upper Marlboro, MD 20774, represented by the Account Executive, Mr. Chris Estep, hereinafter called "Linemark"

Whereas:

The Institute is co-presenting, in collaboration with the Embassy of Italy, the exhibit "Artists in Residence at Villa Firenze: Renato D'Agostin", which will be on view at the Chancery and the Residence of the Embassy of Italy in Washington, DC from January 11, 2017 to April 30, 2017 (the Event), and accepts the Contractor's proposal submitted on January 5, 2016.

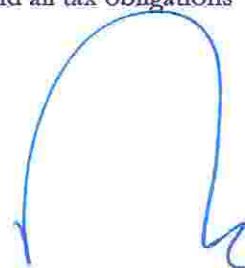
The two Parties to this agreement, as represented above, agree to the following terms and conditions:

- 1) Services: Linemark shall provide the following service: digital printing of n. 500 copies of the 40-page brochure accompanying the Event according to the following specifications:
 - 4 pp Cover – Paper: 100 Cougar Digital Smooth White 19x13; Color CMYK; Final size 6x6
 - 36 pp text: – Paper: 80 Cougar Digital Smooth White 13x19; Color CMYK; Final size 6x6

The following items shall be included in the services:

Trim to size; Saddle Stitch; Delivery by January 10, 2017.

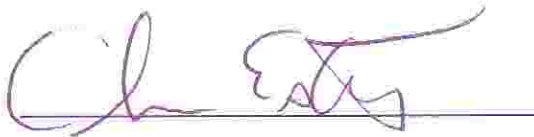
- 2) Fee: For the services described above, the Institute agrees to pay the gross amount of \$2,429.00 (the Fee).
- 3) Payment: The Institute agrees to pay 100% of the Fee via bank check or electronic bank transfer issued to Linemark following the satisfactory completion of the services and upon receipt of a formal invoice. The amount is exempt from any and all taxes in compliance with international norms currently in effect governing diplomatic immunity and privilege.
- 4) Tax liability. The Contractor commits to the fulfillment of any and all tax obligations that may result from the above payment.



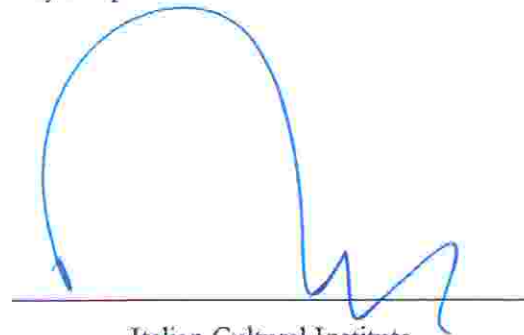
- 5) The Institute preserve the rights to rescind this agreement by simple written notification with no obligation to pay the Fee in the following cases:
 - failure of the Contractor to comply with the terms of this agreement;
 - evident negligence of the Contractor in the execution of the services.
- 6) In case of any dispute arising from this agreement, the Parties agree to resort to legal action only after all attempts to reach an amicable resolution have been exhausted, in which case, the immunities and privileges established by international agreements and treaties shall apply.
- 7) This agreement does not constitute an employment agreement between the two Parties.
- 8) This agreement cannot be automatically renewed.
- 9) Linemark gives consent to the processing of the information contained in this agreement in accordance with the law on transparency in the Italian Public Administration (Legislative Decree 33/2013). Linemark consents to the processing of personal information, pursuant to Legislative Decree 196/2003, for the purposes related to the execution of this agreement.
- 10) The Parties agree to the processing of personal information in compliance with the laws on the right to privacy.

This Agreement drafted in 2 (two) originals is signed by the parties.

Washington, DC, January 9, 2017



Linemark
Chris Estep
Account Executive



Italian Cultural Institute
Amb. Armando Varricchio
ad interim Director

Estimate: E75232

Chris Estep

Company: Embassy of Italy
Attn: Renato Miracco
Phone: (202) 612-4407
Email: renato.miracco@esteri.it

I am pleased to submit the estimate(s) below. Please review the specifications and confirm that they match your request. Upon your approval, please sign, date and return.

Project Title: Ambassador's book - 36pp + cover

Part	Quantity	Color format	Ink	Coverage	Bleeds	Final Size
36 page text, 9-4pgs	500	4 / 4	CMYK / CMYK	Digital	4 Sides	6 x 6
Paper: 80 Cougar Digital Smooth White 13x19 Text						
Cover	500	4 / 4	CMYK / CMYK	Digital	4 Sides	6 x 6
Paper: 100 Cougar Digital Smooth White 19x13 Cover						

Bindery Saddle Stitch Booklet
Info:

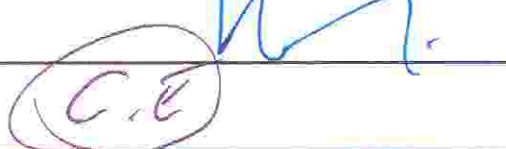
Mailing
Info:

Special 36pp + cover option
Info:

Quantity	Print
500	\$ 2,429
700	\$ 2,945
900	\$ 3,457

Approved by *Amb. Armando Varicchio* Thank you!

Signature: _____



Date: Jan 9, 2017