

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

FULTON COUNTY, GEORGIA

CONTRACTOR: Top of Hill, LLC Company Name

CFS STAFF

Signed by:
Robert L. Pitts
Robert L. Pitts, Chairman
Fulton County Board of Commissioners

ATTEST:

DocuSigned by:
maya robinson
Maya Robinson, Board Chair

ATTEST: Please select Attest or Notary from the checkbox

Signed by:
Tonya R. Grier
Tonya R. Grier
Clerk to the Commission

(Affix County Seal)


APPROVED AS TO FORM:

Signed by:
Adria J Kitchens
Adria J Kitchens, Executive Director

(Affix Corporate Seal)

ATTEST:

☒ Attest
☐ Notary

 Attach the LOA using the paper clip.

Signed by:
Chad Alexis
Office of the County Attorney

APPROVED AS TO CONTENT:

Notary Public (LOA)

County: _____

Commission Expires: _____

(Affix Notary Seal)

Attach a copy of the notarized signature page & LOA

Please select RCS or RM

RCS

☒ RM

ITEM#: _____ RM: _____ REGULAR MEETING	ITEM#: 25-0786 2 nd RM: 10/15/25 SECOND REGULAR MEETING
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LEGAL
STAFF

**THE LETTER OF AUTHORITY (LOA) SHOULD BE SUBMITTED ON
THE CONTRACTED ORGANIZATION'S LETTERHEAD STOCK**

Organization using a fiscal agent to receive funding must have this letter completed by the fiscal agent. Individual Artists are not required to submit a LOA.

August 14, 2025

Letter of Authority

To Whom It May Concern:

This letter certifies that

Maya Robinson, (Board Chair),
mayarobinsonis@gmail.com, (571) 276-0827

and

Adria Kitchens, (Activism Director),
adria@outofhandtheater.com, (404) 966-7708 has the authority to enter into a contract on behalf of **Out of Hand Theater** with the Fulton County Commission under the guidance of the Fulton County Arts Council.

Sincerely,



08 / 14 / 2025

Bonnie Levine
Board Secretary





PLEASE NOTE

The person who signs the Letter of Authority *cannot* be the same person who executes the contract.



Title	IMPORTANT: Please sign Letter of Authority for Fulton County...
File name	OOH_Letter_of_Aut...Fulton_County.pdf
Document ID	b92dc6e511b868776e9a7867b0764c3b810053a5
Audit trail date format	MM / DD / YYYY
Status	● Signed

Document History

 SENT	08 / 14 / 2025 18:53:07 UTC	Sent for signature to Bonnie Levine (bonnie@verselegal.com) from info@outofhandtheater.com IP: 76.97.101.200
 VIEWED	08 / 14 / 2025 18:53:21 UTC	Viewed by Bonnie Levine (bonnie@verselegal.com) IP: 73.54.134.239
 SIGNED	08 / 14 / 2025 18:53:43 UTC	Signed by Bonnie Levine (bonnie@verselegal.com) IP: 73.54.134.239
 COMPLETED	08 / 14 / 2025 18:53:43 UTC	The document has been completed.

**AMENDMENT NO. 1 TO THE CONTRACT FOR SERVICES AGREEMENT
BETWEEN FULTON COUNTY, GEORGIA AND CONTRACTOR**

Contractor: Out of Hand Theater
Address: 764 Memorial Drive, STE 103
City, State Atlanta, Georgia 30316
Telephone: (404)312-9871
E-mail: ariel@outofhandtheater.com
Contact: Ariel Fristoe

W I T N E S S E T H

WHEREAS, pursuant to O.C.G.A. § 36-1-19.1, Fulton County is authorized under the laws of the State of Georgia to enter into contracts for services with individuals, corporations and institutions, for purely charitable purposes, including benevolent purposes for arts and humanities, and to purchase services from such individuals, corporations and institutions; and

WHEREAS, Out of Hand Theater has submitted to the Fulton County Department of Arts & Culture ("FCAC") an application for Fulton County funding associated with the Fulton County Contracts for Services program for arts-related services, and the Fulton County Arts Council has recommended that this funding be made available to Out of Hand Theater by the Fulton County Board of Commissioners ("BOC"); and

WHEREAS, on June 18, 2025, the Fulton County BOC approved the recommendations of the Fulton County Arts Council pursuant to Agenda Item 25-0476; and

WHEREAS, Fulton County ("County") entered into a Contract for Services Agreement with Out of Hand Theater to provide arts-related services, dated June 18, 2025; and

WHEREAS, on September 17, 2025, the BOC approved Resolution 25-0721, which amended Fulton County's budget to increase the departmental budget for the FCAC by an additional \$1,700,000.00 based on current underruns in the County's overall Fiscal Year 2025 budget; and

WHEREAS, in light of Resolution 25-0721, the Fulton County Arts Council made new recommendations to the BOC, which included an additional contribution amount of **\$16000** for Contractor; and

WHEREAS, on October 15, 2025, the BOC approved the recommendations of the Fulton County Arts Council pursuant to Agenda Item 25-0786.

NOW, THEREFORE, the County and the Contractor agree as follows:

This Amendment No. 1 to the Contract for Services Agreement between Fulton County, Georgia and Out of Hand Theater ("the Parties") is effective as of this the 15 day of October 2025. The Parties agree that all Services specified will be performed in accordance with this Amendment No. 1 to Form of Contract and the original Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** Contractor is to perform the Scope of Work set forth in the original Contract.
2. **COMPENSATION:** The services described under the Scope of Work in the original Contract shall be performed by Contractor for a total additional amount not to exceed **\$16000** (SIXTEEN THOUSAND DOLLARS).
3. **LIABILITY OF COUNTY:** This Amendment No. 1 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chairman of the Fulton County Board of Commissioners, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF AMENDMENT NO. _1_ TO FORM OF CONTRACT:** Except as modified by this Amendment No. _1_ to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

[INTENTIONALLY LEFT BLANK]

Certificate Of Completion

Envelope Id: 7DD3E1BA-BD75-42F4-8C8F-FE0990CD34D1

Status: Completed

Subject: Please DocuSign: Out of Hand Theater - 2025 CONTRACTS FOR SERVICES- AMENDMENT - Aenda Item - 25-0786

Parcel ID:

Employee Name:

Source Envelope:

Document Pages: 5

Signatures: 6

Envelope Originator:

Certificate Pages: 7

Initials: 0

Sharon Maloney

AutoNav: Enabled

Stamps: 2

141 Pryor Street

Envelopeld Stamping: Enabled

Purchasing & Contract Compliance, Suite 1168

Time Zone: (UTC-05:00) Eastern Time (US &

Atlanta, GA 30303

Canada)

Sharon.Maloney@fultoncountyga.gov

IP Address: 134.231.232.249

Record Tracking

Status: Original

Holder: Sharon Maloney

Location: DocuSign

10/24/2025 3:51:45 PM

Sharon.Maloney@fultoncountyga.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Fulton County Government

Location: Docusign

Signer Events

David Manuel

david.manuel@fultoncountyga.gov

Director of Arts & Culture

Security Level: Email, Account Authentication
(None)

Signature

DocuSigned by:

David Manuel

E41CE12C05E74A9...

Timestamp

Sent: 10/24/2025 3:54:58 PM

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Signed: 10/24/2025 3:56:47 PM

Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

Not Offered via Docusign

maya robinson

mayarobinsonis@gmail.com

Board President

Out of Hand Theater

Security Level: Email, Account Authentication
(None)

DocuSigned by:

maya robinson

2EC8AE4E81564C1...

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Signed: 10/30/2025 8:39:29 PM

Signature Adoption: Pre-selected Style

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Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 10/30/2025 8:39:00 PM

ID: c171a149-7a6a-41ea-b35b-a8a53db6940d

Ariel Fristoe

ariel@outofhandtheater.com

Co-Artistic Director

Security Level: Email, Account Authentication
(None)

Signed by:

Ariel Fristoe

48F47D15E57D4E1...

Sent: 10/30/2025 8:39:31 PM

Viewed: 10/31/2025 7:29:04 AM

Signed: 11/1/2025 8:52:08 AM

Signature Adoption: Uploaded Signature Image

Using IP Address:

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Electronic Record and Signature Disclosure:

Accepted: 9/13/2021 7:30:21 AM

ID: 2a0cb122-3765-4b30-8ddb-1e49351f6779

Signer Events	Signature	Timestamp
<p>Sharon Maloney Sharon.Maloney@fultoncountyga.gov Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p>Completed</p> <p>Using IP Address: 2600:1700:2960:5220:c532:2282:8721:5f99</p>	<p>Sent: 11/1/2025 8:52:11 AM Viewed: 11/2/2025 6:56:05 PM Signed: 11/2/2025 6:58:55 PM</p>
<p>Lauren Hansford lauren.hansford@fultoncountyga.gov Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 11/3/2025 5:08:54 PM ID: 894fbe11-8cc6-4152-b715-339b5194b04e</p>	<p>Completed</p> <p>Using IP Address: 74.174.59.4</p>	<p>Sent: 11/2/2025 6:58:59 PM Viewed: 11/3/2025 5:08:54 PM Signed: 11/3/2025 5:09:26 PM</p>
<p>Chad Alexis Chad.Alexis@fultoncountyga.gov Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 11/3/2025 11:14:39 PM ID: d569950c-a7dd-48d5-8b65-955185bb1085</p>	<p>Signed by:  968A614CF1584A5...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 2601:c2:784:15b0:cde8:c5df:4d75:47e1</p>	<p>Sent: 11/3/2025 5:09:29 PM Viewed: 11/3/2025 11:14:39 PM Signed: 11/3/2025 11:15:39 PM</p>
<p>Nikki Peterson nikki.peterson@fultoncountyga.gov Chief Deputy Clerk to the Board of Commissioners Fulton County Government Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 11/27/2017 1:39:37 PM ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8</p>	<p>Completed</p> <p>Using IP Address: 74.174.59.10</p>	<p>Sent: 11/3/2025 11:15:42 PM Viewed: 11/5/2025 11:05:30 AM Signed: 11/5/2025 11:05:53 AM</p>
<p>Robert L. Pitts harriet.thomas@fultoncountyga.gov Chairman Fulton County Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 11/6/2025 10:27:25 AM ID: 6f918ae6-214b-462e-b79c-02c5893f73d3</p>	<p>Signed by:  14E1B4AA5F6A44A...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 74.174.59.10</p>	<p>Sent: 11/5/2025 11:05:57 AM Viewed: 11/6/2025 10:27:25 AM Signed: 11/6/2025 10:27:33 AM</p>
<p>Tonya Grier tonya.grier@fultoncountyga.gov Clerk to the Commission Fulton County Government Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure:</p>	<p>Signed by:  EEC476C4837648D...</p> <p></p> <p>Signature Adoption: Uploaded Signature Image Using IP Address: 99.96.24.191</p>	<p>Sent: 11/6/2025 10:27:36 AM Viewed: 11/6/2025 10:51:30 AM Signed: 11/6/2025 10:51:36 AM</p>
<p>Electronic Record and Signature Disclosure:</p>		

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Sharon Maloney Sharon.Maloney@fultoncountyga.gov Security Level: Email, Account Authentication (None)	<div>VIEWED</div> Using IP Address: 134.231.232.249	Sent: 10/24/2025 3:54:40 PM Viewed: 10/24/2025 3:54:53 PM Completed: 10/24/2025 3:54:58 PM
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Agent Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
Brian Jones brian.jones@fultoncountyga.gov President-Elect Fulton County Government Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 11/6/2025 10:51:41 AM
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Shantras Lakes shantras.lakes@fultoncountyga.gov Contracts for Services Program Manager Fulton County Government Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 11/6/2025 10:51:43 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Tasha Tavaras tasha.tavaras@fultoncountyga.gov CFS Specialist Fulton County Government! Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 11/6/2025 10:51:44 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/24/2025 3:54:40 PM
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Signing Complete	Security Checked	11/6/2025 10:51:36 AM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	11/6/2025 10:51:44 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

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To advise Carahsoft OBO Fulton County, Georgia of your new e-mail address

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Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were

able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

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- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Carahsoft OBO Fulton County, Georgia as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Carahsoft OBO Fulton County, Georgia during the course of my relationship with you.