

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: The Essential Theatre, Inc.

CFS STAFF

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

DocuSigned by:
Jane Zoellick
Jane Zoellick, Board Chair

ATTEST:

ATTEST: Please select Attest or Notary from the checkbox


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

DocuSigned by:
Jennifer Kimball
Type Name Here , Executive Director

☒ Attest
☐ Notary

(Affix County Seal)

(Affix Corporate Seal)

 Attach the LOA using the paper clip.

APPROVED AS TO FORM:

ATTEST:

Signed by:
Chad Alexis
Office of the County Attorney

Notary Public (LOA)

APPROVED AS TO CONTENT:

County: _____

DocuSigned by:
David Manuel
David Manuel, Director
Fulton County Department of Arts & Culture

Commission Expires: _____
(Affix Notary Seal)

Please select RCS or RM

RCS

☒ RM

Attach a copy of the notarized signature page & LOA

ITEM#: _____ RM: _____ REGULAR MEETING	ITEM#: 25-0786 2 nd RM: 10/15/2025 SECOND REGULAR MEETING
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The Essential Theatre, Inc.
1414 Foxhall Lane #10
Atlanta, Georgia 30316
Phone: 404-212-0815
Email: info@essentialtheatre.com
www.EssentialTheatre.com

Letter of Authority

August 14, 2025

To Whom It May Concern:

This letter certifies that Jennifer Kimball (Managing Director), jennifer@essentialtheatre.com, 404-587-3853, has the authority to enter into a contract on behalf of Essential Theatre, Inc. with the Fulton County Commission under the guidance of the Fulton County Arts Council.

Sincerely,

A handwritten signature in black ink that reads "Ryan Daniels". The signature is written in a cursive style with a large, stylized "R" and "D".

Ryan Daniels
Board Treasurer

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

Contractor: Essential Theatre
Address: 1414 Foxhall Lane #10
City, State: Atlanta, Georgia 30316
Telephone: (404) 212-0815
E-mail: info@essentialtheatre.com
Contact: Peter Hardy

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, Essential Theatre 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 Essential Theatre 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 Essential Theatre 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 **\$6564** 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 Essential Theatre (“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 **\$6564** (SIX THOUSAND FIVE HUNDRED SIXTY FOUR 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.

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Certificate Of Completion

Envelope Id: A56FF3D7-48B2-4466-8A9F-C30F21F4A0DF

Status: Completed

Subject: Essential Theatre REV - 2025 CONTRACTS FOR SERVICES- - AMENDMENT - Agenda Item - 25-0786

Parcel ID:

Employee Name:

Source Envelope:

Document Pages: 4

Signatures: 6

Envelope Originator:

Certificate Pages: 7

Initials: 0

Alexis Whitehead

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)

Alexis.Whitehead@fultoncountyga.gov

IP Address: 73.43.28.9

Record Tracking

Status: Original

Holder: Alexis Whitehead

Location: DocuSign

10/30/2025 10:48:34 PM

Alexis.Whitehead@fultoncountyga.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Fulton County Government

Location: Docusign

Signer Events

Signature

Timestamp

David Manuel

david.manuel@fultoncountyga.gov

Director of Arts & Culture

Security Level: Email, Account Authentication
(None)

DocuSigned by:

David Manuel
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Viewed: 10/31/2025 9:17:52 AM

Signed: 10/31/2025 9:18:02 AM

Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

Not Offered via Docusign

Jane Zoellick

janezoellick@gmail.com

Board President

Essential Theatre

Security Level: Email, Account Authentication
(None)

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Electronic Record and Signature Disclosure:

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ID: a19450bd-4a35-4642-83a3-6b440f073121

Jennifer Kimball

jennifer@essentialtheatre.com

Managing Director

Essential Theatre, Inc

Security Level: Email, Account Authentication
(None)

DocuSigned by:

Jennifer Kimball
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Signed: 10/31/2025 9:53:54 AM

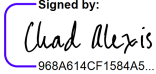
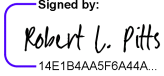


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Signer Events	Signature	Timestamp
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<p>Lauren Hansford lauren.hansford@fultoncountyga.gov Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 11/3/2025 3:40:43 PM ID: ed3d459e-3c92-4997-ad6b-d73897b9148a</p>	<p>Completed</p> <p>Using IP Address: 74.174.59.4</p>	<p>Sent: 10/31/2025 10:28:26 AM Viewed: 11/3/2025 3:40:43 PM Signed: 11/3/2025 3:41:18 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 11:12:15 PM ID: 25934a8a-4985-4fe1-9102-cd40033bc333</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 3:41:21 PM Viewed: 11/3/2025 11:12:15 PM Signed: 11/3/2025 11:12:57 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 11:13:00 PM Viewed: 11/5/2025 11:08:25 AM Signed: 11/5/2025 11:08:52 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 10:25:10 AM ID: 89540e95-3430-4bef-90ce-539ec057109f</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 11:08:55 AM Viewed: 11/6/2025 10:25:10 AM Signed: 11/6/2025 10:25:25 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: Accepted: 11/6/2025 10:25:10 AM ID: 89540e95-3430-4bef-90ce-539ec057109f</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 10:25:28 AM Viewed: 11/6/2025 10:58:30 AM Signed: 11/6/2025 10:58:36 AM</p>

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
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Peter Hardy info@essentialtheatre.com Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 10/31/2025 9:52:59 AM Viewed: 10/31/2025 10:24:40 AM
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Brian Jones brian.jones@fultoncountyga.gov President-Elect Fulton County Government Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 11/6/2025 10:58:40 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
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 10:58:42 AM
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Tasha Tavaras tasha.tavaras@fultoncountyga.gov CFS Specialist Fulton County Government! Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 11/6/2025 10:58:44 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	11/6/2025 10:58:30 AM
Signing Complete	Security Checked	11/6/2025 10:58:36 AM
Completed	Security Checked	11/6/2025 10:58:44 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

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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

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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.