



## CONTRACT RENEWAL LETTER

**Date:** July 08, 2025  
**Contract #:** UCPJMU6743  
**Service:** Graduation Photography  
**Renewal Period:** 10/4/2025 to 10/3/2026  
**Renewal #:** 2 of 5 One-Yr  
**Issued By:** James Madison University  
Adam Fleming, Buyer Senior Ph: 540-568-4280  
Fx: 540-568-7935  
**Contractor:** ADE Ventures LLC dba. ProPics  
Attn: Eric Osowski  
8917 Cardross Cove  
Germantown, TN 38139 Ph: 901-833-1376  
**Contract Administrator:** Sarah Ciccone, University Events

### **Description of Renewal Notice:**

In accordance with the renewal provision of the original contract all terms, conditions, and specifications of the original contract remain the same during the contract renewal period, along with any modifications that have been incorporated up until this point.

Pursuant to this renewal agreement, #3 of the Negotiation Summary dated October 4, 2023, and subsequently, #2 of the pricing schedule of Renewal #1 dated July 9, 2024:

*“Contractor agrees to provide James Madison University a rebate of \$7.00 per participating graduate, payable within 45 days of each commencement ceremony.”*

is hereby replaced with the following:

*“Contractor agrees to provide James Madison University a rebate of \$4.00 per participating graduate, payable within 45 days of each commencement ceremony.”*

An updated pricing schedule is attached to this renewal.

All invoices shall be submitted within sixty days of contract renewal term expiration as well as for each subsequent contract renewal period. Any invoices submitted after the sixty day period will not be processed for payment.

Return one executed renewal notice to my attention within ten days.

### **ADE Ventures LLC dba. ProPics**

**By:**

Austin Livingston

*Name (print)*

Co-Owner

7/8/2025

*Title*

*Date Signed*

### **James Madison University**

**By:**

Adam Fleming,

*Name (print)*

Buyer Senior

7/8/2025

*Title*

*Date Signed*

**Contract #:** UCPJMU6743

**Contractor:** ADE Ventures LLC dba. ProPics

**Renewal Period:** 10/4/2025 – 10/3/2026

**Commodity:** Graduation Photography

**Pricing Schedule**

1. Contractor pricing shall be as follows:

| <b>Offering</b>  | <b>Price</b>         |
|--|----------------------|
| One 5x7 Print Photograph   | \$9. <sup>95</sup>   |
| One 8x10 Print Photograph  | \$16. <sup>95</sup>  |
| Eight Wallet-Sized Print Photographs   | \$17. <sup>95</sup>  |
| One High Resolution Image Download   | \$29. <sup>95</sup>  |
| Three High Resolution Image Downloads  | \$74. <sup>95</sup>  |
| All of a graduate's ceremony images in digital download format   | \$99. <sup>95</sup>  |
| <b>Package A:</b> Mix & Match - Three 8x10s, Four 5x7s, Sixteen Wallets, plus all of the graduate's ceremony images in digital download format | \$139. <sup>95</sup> |
| <b>Package B:</b> Mix & Match - Two 8x10s, Two 5x7s, Eight Wallets, plus two of the graduate's ceremony images in digital download format      | \$94. <sup>95</sup>  |
| <b>Package C:</b> Mix & Match - Two 8x10s, Two 5x7s, plus one of the graduate's ceremony images in digital download format                     | \$74. <sup>95</sup>  |
| Commencement Plaque  | \$43. <sup>95</sup>  |
| Tassel Frame   | \$47. <sup>95</sup>  |
| Two Image 10x14 Custom Collage Framed Print  | \$56. <sup>95</sup>  |
| Three Image 10x18 Custom Collage Framed Print  | \$59. <sup>95</sup>  |

- Contractor agrees to provide James Madison University a rebate of \$4.00 per participating graduate, payable within 45 days of each commencement ceremony.
- Contractor shall not use the list of graduate names and/or contact information provided by the University for any other purpose than what is necessary to provide the services under this contract.
- Contractor shall be responsible for all expenses associated with providing services under this contract.
- Contractor has disclosed all potential fees. Additional charges will not be accepted without mutual written agreement between parties, e.g., contract modification and/or change order.