



**OFFICE OF WILLIAMSON
COUNTY JUDGE**

710 MAIN STREET, SUITE 200
GEORGETOWN, TEXAS 78626
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July 13, 2021

Via FedEx Overnight Shipping

Winston Financial Services, Inc.
Attention: Colin Bradley
2399 Highway 34, Suite C-2
Manasquan, NJ 08736

***In re: 60-Day Notice of Termination of Master Services Agreement for
Williamson County, Texas (Effective January 4, 2022)***

To Whom It May Concern:

As you are aware, Williamson County, Texas is currently in a contract with your company as referenced above. The Williamson County Commissioners Court has approved changes in this category of services, including the present contract. Pursuant to the terms and conditions set forth in the contract, Section 4 authorizes termination for convenience and states in relevant part:

**The agreement ... may be terminated by Williamson County upon
at least sixty (60) days written notice to Winston prior to the
expiration of annual term of its intent not to renew.**

Please note that Williamson County intends to maintain the agreement and good working relationship between the parties through the end of the calendar year and fulfill the current term through January 4, 2022. This includes continuing Winston services for essential service reports needed to for compliance with such

requirements as federal statutory healthcare reporting under the Affordable Care Act, including reporting due January 5, 2022.

The purpose of this letter is to give you official and sufficient notice that Williamson County elects to terminate the agreement between the parties, and such termination will be effective at the end of business on January 4, 2022. The county appreciated your company's positive working relationship and desires to keep the door open to the possibility of working with you again in the future.

Thank you for your prompt attention and assistance in this regard.

Sincerely,

Hon. Bill Gravell
Williamson County Judge

cc: Williamson County Auditor's Office
Williamson County Purchasing Department

BG/me