



Agency Enterprise Event Registration Work Order Request Addendum

MARYLAND SELF-FUNDED EGOVERNMENT SERVICES
 CONTRACT #060B1400050

WORK ORDER REQUEST (WOR) *for* ENTERPRISE EVENT REGISTRATION

REQUESTING GOVERNMENT ENTITY:

REQUESTED BY:

BPO #:

DATE:

PRICING:

- For fee-based events, NIC will assess a 3% convenience/transaction fee of the transaction amount for credit / debit card transactions and up-to \$3.00 for ACH payments.
- For free events, no service fee will be charged.

PAYMENT TYPES:

- Credit / Debit card
- ACH / eCheck

WORK ORDER FUNDING:

- Free Service - Service is provided at no cost to the Agency. NIC Maryland provides services from the proceeds of premium services
- Convenience Fee Service - Service is provided as a direct charge to the customer
- Transaction Cost Service - Service is provided at no cost to the customer. Agency requesting the service will be billed by NIC Maryland for each transaction

representatives have reviewed the Work Order Request and Work Order Proposal and approve the information provided herein. Authorized signature below indicates Agency's acceptance of this Work Order Request and signifies a request for NIC to proceed with a Work Order Proposal. Agency understands that project development may begin once the Governance Committee has approved the Work Order Request, Work Order Proposal and Work Order Agreement, executed by the agency, and NIC Maryland resources are available.

Agency Executive Approver			
Signature	Printed Name	Title	Date
Self-funded eGovernment Services Governance			
Signature	Printed Name	Title	Date
	Lan Pasek	Contract Manager	
Program Manager (NIC Maryland)			
Signature	Printed Name	Title	Date
	Janet Gard	President/General Manager	