




June 26, 2008

ACTION REQUIRED BY NOVEMBER 1, 2008

To: Members, Property Program

From: Gina Dean, Chief Operating Officer 

Subject: Amendment to Property Program MOU

At its meeting on June 19, 2008, the Property Committee approved amendments to the Property Program Memorandum of Understanding (MOU). These amendments were primarily a result of the EIA restructure to incorporate the public entity membership, but also to clean up the document and create uniformity with other EIA documents. The amendments to the MOU were circulated to all members of the Program for review and comment prior to the Property Committee's action. The only comments received during that process were to indicate agreement with the proposed changes. For your reference, the MOU amendments in redline and strikeout text are posted on the EIA's website at www.csac-eia.org.

Enclosed is a clean version of the amended MOU along with two signature pages, for execution by the members. From the EIA's standpoint, the designated representative to the EIA has authority to sign the amended MOU on behalf of the member. However, you may have internal procedures which require approval by your governing board even though the amendments approved by the Property Committee are non-controversial in nature.

Members must execute the amended MOU by November 1, 2008. Failure to execute the amended MOU by November 1st will be tantamount to sending notice of withdrawal effective at the next renewal date, which is March 31, 2009. This notice of withdrawal may be rescinded by executing the MOU Amendment before the March 31, 2009 renewal.

Upon execution of the amended MOU, please return one of the signed original signature pages to our office. Please let us know if you have any questions or need additional assistance.

Enclosure

cc: Nazie Arshi, Alliant Insurance Services

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Chief Operating Officer: Gina Dean