

KKSG & Associates, Inc.

Kenny • Keister • Stehlik • Georgic

Workers' Compensation • Claims and Actuarial Service

UNEMPLOYMENT INSURANCE **SERVICE AGREEMENT**

This Service Agreement dated as of _____ between **KKSG & Associates, Inc.** and **Brecksville-Broadview Hts Schools**

CLAIMS ADMINISTRATION

When a claim for benefits is filed, **KKSG & Associates, Inc.** is responsible for closely monitoring the claim's activity. **KKSG & Associates, Inc.** will perform the following when administering your unemployment claims:

Prepare contested claims and file all documents necessary to support the appeals within the time period required by state law.

Attend hearings on your behalf, and arrange for the attendance of the proper personnel and supporting documents.

Meet with your staff at your request to assure the flow of information necessary to monitor costs in all claims on a timely and continuing basis.

Notify the State Unemployment agency of any and all improper or excessive benefit charges, and follow-up to see that the proper credit is issued to your account.

Provide an analysis and recommendation as to whether a voluntary payment should be made, where permitted, based on anticipated tax reduction.

Determine whether your organization qualifies for common rating, where permitted, and whether the formation or dissolution of a common rate grouping would be beneficial, based on anticipated net tax reduction.

Analyze any changes in the corporate structure of your company, (i.e., the acquisition of another business, merger, or disposition of all or any part of your business), notify you as to the proper documents that must be filed with the agency, outline fully your options regarding a transfer of experience, in whole or in part, and provide recommendations as to

the most tax favorable option.

Provide prompt and reliable replies to all telephone or written inquires from your staff.

Assign an Account Manager to your company for personal service. The Account Manager will review procedures, claims activity, specific areas of concern, and new developments concerning unemployment insurance.

The employer is responsible for returning the original documents (applications, unemployment claims, hearing notices, contracts, etc.) by the deadline published by **KKSG & Associates, Inc.** and/or the Ohio Bureau of Unemployment Services.

Agreement of Service Fees

The fee for services provided shall be paid within thirty days of receipt of an invoice and shall be invoiced as follows:

Annual Amount: \$ 500
Billing: Semi Annual Payments

Term of Service Agreement

The agreement is effective on _____ and shall continue for a term of not less than one year. After one year, either party may terminate the agreement by providing written notice within thirty days to the other party.

KKSG & Associates

Arthur D. Stehlik, VP

Date

Date