



Charles M. Arlinghaus
Commissioner

State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
25 Capitol Street
Concord, New Hampshire 03301
(603) 271-3201 | Office@das.nh.gov

92 - 9/2/26

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

June 24, 2026

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Administrative Services to enter into a contract with Full Flight Game Farm Inc., (VC#166837), Bernardston, MA in an amount up to and not to exceed \$500,000 for Pheasants, with the option to extend for up to an additional two years, effective upon Governor and Executive Council approval through October 31, 2028.

Funding shall be provided through individual agency expenditures, none of which shall be permitted unless there are sufficient appropriated funds to cover the expenditure.

EXPLANATION

The purpose of this contract is to provide Fish and Game with pheasants at various stocking locations throughout the State, for recreational hunting. The State of New Hampshire Fish and Game is responsible for oversight and population management for hunting and fishing activities to ensure that the state remains a good steward of the environment while offering responsible recreational activities for citizens and visitors alike. Occasionally the popularity of a particular species requires the purchase and release of additional quantity to augment the natural population. Upon approval this contract will facilitate the purchase and release of approximately 30,000 ringneck pheasants over the next 3 years to support the population and allow the current hunting season to be maintained.

The Department of Administrative Services (DAS), through the Bureau of Purchase and Property (BoPP), issued request for bid 110-26 and 1 compliant response was received by Full Flight Game Farm, Inc. Following the Bid close the DAS conducted a comprehensive audit to determine the reasons for the limited response, the results are provided in the attached memo and summarized as follows:

- Mahantongo Game Farms - unable to agree to delivery schedule and timelines. Offers pheasants at a higher price than recent State of NH published awards.
- WillowBrook Pheasant Farm - sells private sale and recently to the State of CT. Scaling operation and offers pheasants at a higher cost than recent State of NH published awards.

- Griffin Resources – Offers pheasants at a higher price than recent State of NH published awards

It is important to note that the DAS has been supporting the NH Fish and Game in sourcing and competitively bidding the purchase of Pheasants annually. The contractor Full Flight Game Farm, Inc. also sells Pheasants to abutting states including Maine at the same cost and to Massachusetts at a higher cost than under this requested contract. Historically Full Flight Game Farm, Inc. was the low bidder 9 times and the only bidder 5 times. Only once in the past 15 years was the contract awarded to another provider because Fullflight Game Farm missed the response deadline.

This contract reflects a 10% overall cost increase as shown in Full Flight Game Farm, Inc's bid response when compared to the previous contract (Contract #8003025) pricing due to the current volatile market conditions, such as the price of feed and the fuel needed to transport thousands of pheasants. The forecasted spend is calculated from actual expenditures gathered from internal spend tracking reports for the last three years and includes an annual allowance for any increase in quantity as directed by NH Fish and Game.

Contract financials	
Estimated annual spend	\$144,875.00
Estimated 3-year term spend	\$434,625.00
Add allowance for balance of product line	\$65,375.00
Price limitation	\$500,000.00

Based on the foregoing, I am respectfully recommending approval of the contract with Full Flight Game Farm, Inc.

Respectfully submitted,



Charles M. Arlinghaus
Commissioner



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DAS Commissioners Office
State House Annex
25 Capitol Street
Concord, New Hampshire 03301

Memo to File

FullFlight Game Farm LLC was awarded (RFB) bid 110-26 through the competitive bidding process. While they were the only submission received, this is because of the limited number of regional vendors capable of the scope needed by the State. In addition to being the awarded vendor for the State of New Hampshire for multiple years, FullFlight Game Farm LLC is the vendor of pheasants for the States of Maine and Massachusetts.

Other vendors were solicited but declined to participate in this RFB. After the close of the RFB, they were contacted about failure to participate and their responses are below:

"We typically do not bid on the NH pheasant contract for a few reasons. The main reason is the delivery schedule timeframe. Our trucks are able to haul enough birds to fulfill the deliveries at each location in one shot. But with the spread out delivery times, it is not feasible to pay a driver to sit around waiting to deliver to the next location. We'd much prefer to deliver stop to stop right in order. The other reason is that we already know we will never be the cheapest bird in the bid process given the trucking distance. So unfortunately, in many cases, it is not worth the time to do all the paperwork knowing the odds are already stacked against us." – Mahantongo Game Farms, Dalmatia, PA

"Unfortunately I was not able to submit a bid into the NH bird program this year. I was not able to meet the deadline on-time. I also had questions about delivery locations and had

to set up an account. The same day I saw the request the bid was due. I'm still learning about the state bids around the state of Connecticut. I've normally sold privately and only to the state of CT. Now that I have expanded my farm to adequately facilitate larger bids im able provide large number of birds to my surrounding states.” – WillowBrook Pheasant Farm, Mansfield, CT

“We reviewed the solicitation and considered participating; however, after reviewing the previous award pricing, we determined that we would not be able to submit a competitive bid. Price was the primary factor in our decision not to participate, as we could not get close to the pricing reflected in the prior contract while still meeting our cost and quality standards.

We appreciate the opportunity and will continue to monitor future procurement opportunities with the State of New Hampshire that may be a better fit for our pricing structure and capabilities.” – Griffin Resources, Roseburg, OR

Through competitive bidding and confirmed through market research, New Hampshire remains the lowest cost State in New England for Pheasants.



Division of Procurement Support Services
Bureau of Purchase Property

RFB Bid Summary

Gary S. Lunetta
Director
(603) 271-2201

Bid Description	Pheasants	Agency	Fish & Game
RFB#	Bid 110-26	Requisition	N/A
Agent Name	Matt Russell	Bid Closing	3/31/2026 2:00PM

Indicates Award: ☐

Year	Estimated Annual Qty.	UOM	Product Description	Fullflight Game Farm	
				Unit Cost	Extended Cost
2026	9,500	EA	Pheasants, Ring Neck-Live, as pe NH Department of Fish and Game minimum specifications. Equal number of male and female birds	\$15.00	\$142,500.00
2027	9,500	EA	Pheasants, Ring Neck-Live, as pe NH Department of Fish and Game minimum specifications. Equal number of male and female birds	\$15.25	\$144,875.00
2028	9,500	EA	Pheasants, Ring Neck-Live, as pe NH Department of Fish and Game minimum specifications. Equal number of male and female birds	\$15.50	\$147,250.00
Estimated term spend					\$434,625.00
Add allowance for balance of product line					\$65,375.00
Recommended price limitation					\$500,000.00

Special Notes:

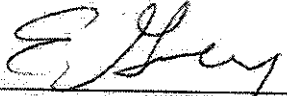
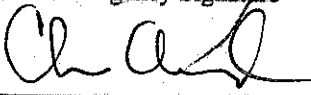
Historically Fullflight Game Farm was the low bidder 9 times and the only bidder 5 times. Only once in the past 15 years was the contract awarded to another provider because Fullflight Game Farm missed the response deadline.

Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS**1. IDENTIFICATION – Contract #8003825**

1.1 State Agency Name Department of Administrative Services Bureau of Purchase and Property		1.2 State Agency Address 25 Capitol Street Concord, NH 03301	
1.3 Contractor Name Full Flight Game Farm, Inc.		1.4 Contractor Address 4 Brattleboro Rd, Bernardston, MA 01337	
1.5 Contractor Phone Number 413-824-1570	1.6 Account Unit and Class Various	1.7 Completion Date 10/31/2028	1.8 Price Limitation \$500,000.00
1.9 Contracting Officer for State Agency Gary Lunetta		1.10 State Agency Telephone Number (603) 271-2201	
1.11 Contractor Signature  Date: 4.10.26		1.12 Name and Title of Contractor Signatory Edwin Gray President	
1.13 State Agency Signature  Date: 7/21/26		1.14 Name and Title of State Agency Signatory Charles M. Arlinghaus, Commissioner	
1.15 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.16 Approval by the Attorney General (Form, Substance and Execution) (if applicable) By: <u>Christen Lavers</u> On: 7/28/26			
1.17 Approval by the Governor and Executive Council (if applicable) G&C Item number: _____ G&C Meeting Date: _____			

2. SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT B which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.13 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed.

3.3 Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds. In no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds by any state or federal legislative or executive action that reduces, eliminates or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope for Services provided in EXHIBIT B, in whole or in part, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to reduce or terminate the Services under this Agreement immediately upon giving the Contractor notice of such reduction or termination. The State shall not be required to transfer funds from any other account or source to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT C which is incorporated herein by reference.

5.2 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8. The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of

whatever nature incurred by the Contractor in the performance hereof and shall be the only and the complete compensation to the Contractor for the Services.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 The State's liability under this Agreement shall be limited to monetary damages not to exceed the total fees paid. The Contractor agrees that it has an adequate remedy at law for any breach of this Agreement by the State and hereby waives any right to specific performance or other equitable remedies against the State.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal employment opportunity laws and the Governor's order on Respect and Civility in the Workplace, Executive order 2020-01. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement these regulations. The Contractor shall also comply with all applicable intellectual property laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of age, sex, sexual orientation, race, color, marital status, physical or mental disability, religious creed, national origin, gender identity, or gender expression, and will take affirmative action to prevent such discrimination, unless exempt by state or federal law. The Contractor shall ensure any subcontractors comply with these nondiscrimination requirements.

6.3 No payments or transfers of value by Contractor or its representatives in connection with this Agreement have or shall be made which have the purpose or effect of public or commercial bribery, or acceptance of or acquiescence in extortion, kickbacks, or other unlawful or improper means of obtaining business.

6.4. The Contractor agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with this Agreement and all rules, regulations and orders pertaining to the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 The Contracting Officer specified in block 1.9, or any successor, shall be the State's point of contact pertaining to this Agreement.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

- 8.1.1 failure to perform the Services satisfactorily or on schedule;
- 8.1.2 failure to submit any report required hereunder; and/or
- 8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) calendar days from the date of the notice; and if the Event of Default is not timely cured, terminate this Agreement, effective two (2) calendar days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 give the Contractor a written notice specifying the Event of Default and set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 give the Contractor a written notice specifying the Event of Default, treat the Agreement as breached, terminate the Agreement and pursue any of its remedies at law or in equity, or both.

9. TERMINATION.

9.1 Notwithstanding paragraph 8, the State may, at its sole discretion, terminate the Agreement for any reason, in whole or in part, by thirty (30) calendar days written notice to the Contractor that the State is exercising its option to terminate the Agreement.

9.2 In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall, at the State's discretion, deliver to the Contracting Officer, not later than fifteen (15) calendar days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. In addition, at the State's discretion, the Contractor shall, within fifteen (15) calendar days of notice of early termination, develop and submit to the State a transition plan for Services under the Agreement.

10. PROPERTY OWNERSHIP/DISCLOSURE.

10.1 As used in this Agreement, the word "Property" shall mean all data, information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

10.2 All data and any Property which has been received from the State, or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

10.3 Disclosure of data, information and other records shall be governed by N.H. RSA chapter 91-A and/or other applicable law. Disclosure requires prior written approval of the State.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

12.1 Contractor shall provide the State written notice at least fifteen (15) calendar days before any proposed assignment, delegation, or other transfer of any interest in this Agreement. No such assignment, delegation, or other transfer shall be effective without the written consent of the State.

12.2 For purposes of paragraph 12, a Change of Control shall constitute assignment. "Change of Control" means (a) merger, consolidation, or a transaction or series of related transactions in which a third party, together with its affiliates, becomes the direct or indirect owner of fifty percent (50%) or more of the voting shares or similar equity interests, or combined voting power of the Contractor, or (b) the sale of all or substantially all of the assets of the Contractor.

12.3 None of the Services shall be subcontracted by the Contractor without prior written notice and consent of the State.

12.4 The State is entitled to copies of all subcontracts and assignment agreements and shall not be bound by any provisions contained in a subcontract or an assignment agreement to which it is not a party.

13. INDEMNIFICATION. The Contractor shall indemnify, defend, and hold harmless the State, its officers, and employees from and against all actions, claims, damages, demands, judgments, fines, liabilities, losses, and other expenses, including, without limitation, reasonable attorneys' fees, arising out of or relating to this Agreement directly or indirectly arising from death, personal injury, property damage, intellectual property infringement, or other claims asserted against the State, its officers, or employees caused by the acts or omissions of negligence, reckless or willful misconduct, or fraud by the Contractor, its employees, agents, or subcontractors. The State shall not be liable for any costs incurred by the Contractor arising under this paragraph 13. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and continuously maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 commercial general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate or excess; and

14.1.2 special cause of loss coverage form covering all Property subject to subparagraph 10.2 herein, in an amount not less than 80% of the whole replacement value of the Property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or any successor, a certificate(s) of insurance for all insurance required under this Agreement. At the request of the Contracting Officer, or any successor, the Contractor shall provide certificate(s) of insurance for all renewal(s) of insurance required under this Agreement. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("*Workers' Compensation*").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. The Contractor shall furnish the Contracting Officer identified in block 1.9, or any successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. **WAIVER OF BREACH.** A State's failure to enforce its rights with respect to any single or continuing breach of this Agreement shall not act as a waiver of the right of the State to later enforce any such rights or to enforce any other or any subsequent breach.

17. **NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

18. **AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no such approval is required under the circumstances pursuant to State law, rule or policy.

19. CHOICE OF LAW AND FORUM.

19.1 This Agreement shall be governed, interpreted and construed in accordance with the laws of the State of New Hampshire except where the Federal supremacy clause requires otherwise. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.

19.2 Any actions arising out of this Agreement, including the breach or alleged breach thereof, may not be submitted to binding arbitration, but must, instead, be brought and maintained in the Merrimack County Superior Court of New Hampshire which shall have exclusive jurisdiction thereof.

20. **CONFLICTING TERMS.** In the event of a conflict between the terms of this P-37 form (as modified in EXHIBIT A) and any other portion of this Agreement including any attachments thereto, the terms of the P-37 (as modified in EXHIBIT A) shall control.

21. **THIRD PARTIES.** This Agreement is being entered into for the sole benefit of the parties hereto, and nothing herein, express or implied, is intended to or will confer any legal or equitable right, benefit, or remedy of any nature upon any other person.

22. **HEADINGS.** The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

23. **SPECIAL PROVISIONS.** Additional or modifying provisions set forth in the attached EXHIBIT A are incorporated herein by reference.

24. **FURTHER ASSURANCES.** The Contractor, along with its agents and affiliates, shall, at its own cost and expense, execute any additional documents and take such further actions as may be reasonably required to carry out the provisions of this Agreement and give effect to the transactions contemplated hereby.

25. **SEVERABILITY.** In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

26. **ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings with respect to the subject matter hereof.

EXHIBIT A - SPECIAL PROVISIONS

There are no special provisions.

EXHIBIT B - SCOPE OF SERVICES

1. INTRODUCTION:

- 1.1. Full Flight Game Farm, Inc. (hereinafter referred to as the "Contractor") hereby agrees to provide the State of New Hampshire (hereinafter referred to as the "State"), Department of Administrative Services, with Pheasants in accordance with the bid submission in response to State Request for Bid 110-26 and as described herein.

2. CONTRACT DOCUMENTS:

- 2.1. This Contract consists of the following documents ("Contract Documents"):
 - 2.1.1. State of New Hampshire Terms and Conditions, General Provisions Form P-37
 - 2.1.2. EXHIBIT A Special Provisions
 - 2.1.3. EXHIBIT B Scope of Services
 - 2.1.4. EXHIBIT C Method of Payment
- 2.2. In the event of any conflict among the terms or provisions of the documents listed above, the following order of priority shall indicate which documents control: (2.1.1.), Form Number P-37 as modified by EXHIBIT A "Special Provisions, (2.1.3.) EXHIBIT B "Scope of Services," and (2.1.4.) EXHIBIT C "Method of Payment,".

3. TERM OF CONTRACT:

- 3.1. The term of the contract shall commence upon approval of the Governor and Executive Council through October 31, 2028.
- 3.2. The Contract may be extended for up to an additional two (2) years thereafter upon the same terms, conditions and pricing structure with the approval of the Executive Council.
- 3.3. The maximum term of the Contract (including all extensions) cannot exceed five (5) years.

4. SPECIFICATIONS:

- 4.1. Complete specifications required are detailed in the SCOPE OF WORK section of this contract.

5. SCOPE OF WORK:

- 5.1. Contractor shall supply all labor, tools, transportation, materials, equipment and permits as necessary and required to perform services as described herein.
- 5.2. Any deviation in work hours shall be pre-approved by the Contracting Officer. The State requires ten-day advance knowledge of said work schedules to provide security and access to respective work areas. No premium charges shall be paid for any off-hour work.
- 5.3. General Background
 - 5.3.1. NH Fish and Game plans to order approximately 10,000 pheasants for the fall regular pheasant season. All pheasants will be delivered across 8 specified days between September and October. Deliveries will be to two separate locations at two separate times. The pheasants will be delivered (over the 8 specified days) to Concord, NH at 7:30 AM, while pheasants will be delivered (over the 8 specified days) to Keene, NH at 4:00 PM. Concord birds will be distributed to stocking sites by staff, immediately following delivery. Keene birds will be distributed to stocking sites by volunteers (under the supervision of a staff member) in the evening. Keene birds cannot be delivered in the morning because holding them for 10 or more hours for evening stocking could cause significant bird mortality prior to release.
- 5.4. NH Fish and Game Department Specifications – Pheasants
 - 5.4.1. A certificate is required from state of origin (prior to delivery) assuring that all birds are from pullorum free parent stock.
 - 5.4.2. A statement is required (prior to delivery) which is signed by an accredited veterinarian and counter-signed by the Suppliers' State Disease Laboratory Officer that:
 - 5.4.3. Contractor is familiar with the true history of the flock;
 - 5.4.4. No infectious disease was present within the flock in the past three months; and

- 5.4.5. Crates (if second-hand are used) used in shipping birds to New Hampshire have been properly disinfected since last used for other birds.
- 5.4.6. Prefer all birds to be from a single source.
- 5.4.7. NH Fish and Game Department reserves the right to reject any and all birds and to sample birds at their discretion to ensure birds meet agreed upon specifications described below.
- 5.4.8. All pheasants are to meet the following specifications:
- 5.4.9. Neck ring to be evident on males at time of delivery
- 5.4.10. To be fully feathered
- 5.4.11. Tail feathers to be a least 8 inches long
- 5.4.12. Debeaking not to exceed 3/16 of an inch difference in natural lower and clipped upper mandible.
- 5.4.13. Females to weigh not less than 2 lbs., males to weigh not less than 2-1/2 lbs (weights may be sampled by Fish and Game)
- 5.4.14. All birds to be delivered in good health and as strong fliers
- 5.4.15. Hens and roosters will be crated separately as 5 roosters and 5 hens
- 5.4.16. All dead/injured or missing birds shall be replaced prior to last delivery at no additional cost
- 5.5. Empty Crate Returns:
 - 5.5.1. Concord crates:
 - 5.5.1.1. Approximately half of them will be available that afternoon.
 - 5.5.1.2. Approximately half of them will be available next business day.
 - 5.5.2. Keene Crates:
 - 5.5.2.1. Next business day available.
- 5.6. All orders shall be inspected and accepted by the State authorized representative by signing and dating the Contractor's delivery ticket. Delivery ticket must include date of delivery, location of delivery, itemized by product description, product number, and quantity delivered at a minimum.
- 5.7. Any deviation in work hours shall be pre-approved by the Contracting Officer. The State requires ten-day advance knowledge of said work schedules to provide security and access to respective work areas. No premium charges shall be paid for any off-hour work.
- 5.8. The State of New Hampshire reserves the right to add or delete locations/equipment throughout the term of the contract. For the addition of a new location or new equipment, a requesting agency through the Division of Procurement and Support Services shall submit a request for quote (RFQ) including a detailed scope of work to the contractor. Quotes shall be in accordance with pricing and service requirements contained herein and no service shall be performed until documented acceptance by the State is received. The Contract may be amended, by agreement of the parties, effective upon approval of the commissioner of the Department of Administrative Services or designee, without further approval needed by the Governor and Executive Council as long as the price limitation is unchanged or decreased as a result of the new or deleted locations/equipment.
- 5.9. Unless otherwise specified herein, all services/deliveries performed under this Contract(s) shall be performed between the hours of 8:00 A.M. and 4:00 P.M. for State business days, unless other arrangements are made in advance with the State. Any deviation in work hours shall be pre-approved by the Contracting Officer. The State requires ten-day advance knowledge of said work schedules to provide security and access to respective work areas. No premium charges shall be paid for any off-hour work. All references to the time of day are Eastern Standard Time (EST).
- 5.10. If sub-contractors are to be utilized, please include information regarding the proposed sub-contractors including the name of the company, their address, contact person and three references for clients they are currently servicing. Approval by the State must be received prior to a sub-contractor starting any work.
- 5.11. The Contractor shall not commence work until a conference is held with each agency, at which representatives of the Contractor and the State are present. The conference shall be arranged by the requesting agency (State).

- 5.12. The State shall require correction of defective work or damages to any part of a building or its appurtenances when caused by the Contractor's employees, equipment or supplies. The Contractor shall replace in satisfactory condition all defective work and damages rendered thereby or any other damages incurred. Upon failure of the Contractor to proceed promptly with the necessary corrections, the State may withhold any amount necessary to correct all defective work or damages from payments to the Contractor.
- 5.13. The work staff shall consist of qualified persons completely familiar with the products and equipment they shall use. The Contracting Officer may require the Contractor to dismiss from the work such employees as deems incompetent, careless, insubordinate, or otherwise objectionable, or whose continued employment on the work is deemed to be contrary to the public interest or inconsistent with the best interest of security and the State.
- 5.14. The Contractor or their personnel shall not represent themselves as employees or agents of the State.
- 5.15. While on State property, employees shall be subject to the control of the State, but under no circumstances shall such persons be deemed to be employees of the State.
- 5.16. All personnel shall observe all regulations or special restrictions in effect at the State Agency.
- 5.17. The Contractor's personnel shall be allowed only in areas where services are being performed. The use of State telephones is prohibited.
- 5.18. Delivery shall be made as ordered and in accordance with the terms specified herein. Unless otherwise specified by the State in writing, delivery shall be to a loading dock or receiving platform. The Contractor or Contractor's shipping designee shall be responsible for removal of product from the carrier and placement on the State loading dock or receiving platform. The State receiving personnel are not required to assist in this process. Reasonable compliance with delivery terms shall be final and binding and the burden of proof of proper receipt of the order shall rest with the Contractor.
- 5.19. Product information must be clearly identified on packaging.
- 5.20. All orders shall be inspected and accepted by the State authorized representative by signing and dating the Contractor's delivery ticket. Delivery ticket must include date of delivery, location of delivery, itemized by product description, product number, and quantity delivered at a minimum.
- 5.21. Recalls: Contractor shall have the ability to track all products ordered and delivered. The Contractor shall have a product recall program that provides for notification within twenty-four (24) hours of the recall to the State which has received the recalled products. The Contractor shall pick up and replace all products that are subject to the recall at no additional cost to the State. Recalled products that are returned shall be credited on the next invoice.
- 5.22. Deliveries missed due to inclement weather, breakdowns or other unforeseen condition must be rescheduled to the next business day.
- 5.23. Contractor shall notify the State of any holiday changes or lengthy closures in writing at least 21 calendar days prior to the holiday or closure.
- 5.24. Permanent modifications to the delivery schedule shall be approved by the State in writing before changes are implemented.

6. NON-EXCLUSIVE CONTRACT:

- 6.1. This is a non-exclusive Contract. The State reserves the right, at its discretion, to retain other Contractors to provide any of the Services or Deliverables identified under this procurement or make an award by item, part or portion of an item, group of items, or total Proposal.

7. RETURNED GOODS:

- 7.1. The Contractor shall provide credit and/or replacement of products that are delivered spoiled, outdated, damaged or defective, or products shipped in error by the Contractor within 48 hours of receipt and at no cost to the State. The Contractor may elect to dispose of product rather than return items to them with no charge to the State if products are delivered spoiled, outdated, damaged or defective, or products shipped in error by the Contractor. The Contractor shall accept returns of non-perishable items if ordered in error by the State at a date agreed upon in writing by both parties or at the next delivery date. All items being returned shall be kept in the appropriate climate-controlled storage by the State until the agreed upon return date.

8. **DELIVERY LOCATIONS:**

- 8.1. The following are the current State of New Hampshire agency/institution locations which, if you are awarded a contract, you are expected to service. The State of New Hampshire reserves the right to add locations to this list at the contract prices or to delete locations, as needed. This listing does not include any eligible participants.
- 8.2. Approximately 9,500 birds are to be delivered over eight (8) days in 2026 at two separate locations at separate times. The locations and total number of birds delivered are stated below:
- 8.3. NH Fish and Game Headquarters, 11 Hazen Dr. Concord NH
- 8.4. Approximately 7,400 birds at 7:30 - 8:00 am
- 8.5. NH Fish and Game Region 4 office, 15 Ash Brook Ct. Keene NH
- 8.6. Approximately 2,100 birds at 4:00 pm

9. **DELIVERY:**

- 9.1. The Contractor shall be required to accomplish delivery of any item ordered under the contract in accordance with the following dates:

9.2.

Year	2026	2027	2028
Youth weekend	9/25/26	9/24/27	9/22/28
Pre-season	9/30/26	9/30/27	9/30/28
In-season	10/8/26	10/7/27	10/5/28
In-season	10/9/26	10/8/27	10/6/28
In-season	10/15/26	10/14/27	10/12/28
In-season	10/16/26	10/15/27	10/13/28
In-season	10/22/26	10/21/27	10/19/28
In-season	10/23/26	10/22/27	10/20/28

- 9.3. The use of a private carrier to make delivery does not relieve the Contractor from the responsibility of meeting the delivery requirement.

10. **ADDITIONAL REQUIREMENTS:**

- 10.1. Emergency Plan: The Contractor shall have an emergency backup plan in place for any reason including but not limited to the event of a power outages, work stoppages, computer failures, shortages, or any other emergency. The Contractor's emergency plan must comply with the Department of Homeland Security guidelines as amended. Additional information is available in the following website address, as may be modified from time to time: <http://www.ct.gov/demhs/cwp/view.asp?a=4490&q=553258&demhsNav=42956> and <http://www.fema.gov/>.
- 10.2. The State, in its sole discretion, may setoff and withhold (1) any costs or expenses including but not limited to costs or expenses such as overtime, that the State incurs resulting from the Contractor's unexcused breach under this contract and under any other agreement or arrangement that the Contractor has with the State and (2) any other amounts of whatever nature that are due or may become due from the State to the Contractor, against amounts otherwise due or that may become due to the Contractor under this Contract, or under any other agreement or arrangement that the Contractor has with the State. The State's right of setoff and to withhold shall not be deemed to be the State's exclusive remedy for the Contractor's or Contractor Parties' breach of this contract, all of which shall survive any setoffs and withholdings by the State.

11. **AUDITS AND ACCOUNTING:**

- 11.1. The Contractor shall allow representatives of the State of New Hampshire to have complete access to all records for the purpose of determining compliance with the terms and conditions of this bid invitation and in determining the award and for monitoring any resulting contract.

- 11.2. At intervals during the contract term, and prior to the termination of the contract, the Contractor may be required to provide a complete and accurate accounting of all products and quantities ordered by each agency and institution and by political sub-divisions and authorized non-profit organizations.

12. ACCOUNT REPRESENTATIVE:

- 12.1. The Contractor shall assign a dedicated account representative and a backup in their absence who will be responsible for the daily administration of this Contract. The account representative shall be familiar with all Contract requirements to ensure compliance with the terms of the Contract. The account representative shall respond by phone or email to Client Agency inquiries within 24 hours of initial contact or the next business day if after normal business hours. The account representative's responsibilities shall include but not be limited to:
- 12.1.1. Coordinate business review meeting(s) either virtually or on-site with the State held at a cadence requested by the State.
 - 12.1.2. Provide recommended process and productivity improvements related to potential cost savings to the State for consideration quarterly.
 - 12.1.3. Provide information and product offerings to bring the latest industry ideas to the State as applicable.
 - 12.1.4. Provide training on the use of the Contractor's portal as needed with no charge to the State.

13. USAGE REPORTING:

- 13.1. The Contractor shall submit a quarterly and annual usage report for analysis for each state agency or eligible participant. Reports are due no later than 30 days after the end of each calendar quarter to the Bureau of Purchase and Property, Matthew Russell and sent electronic to Matthew.J.Russell@DAS.NH.Gov. At a minimum, the Report shall include:
- 13.1.1. Contract Number
 - 13.1.2. Utilizing Agency and Eligible Participant
 - 13.1.3. Services/Products Purchased (showing the manufacturer, item, part number, and the final cost.)
 - 13.1.4. Recycling documentation with respect to content used in the manufacture, development and distribution process of goods and services sold. This report shall include but not be limited to:
 - 13.1.4.1. Percentage of recycled materials contained within finished products
 - 13.1.4.2. Percentage of waste recycled throughout the manufacturing process
 - 13.1.4.3. Types and volume of packaging used for transport
 - 13.1.4.4. Any associated material avoided and/or recycled as applicable under contract
 - 13.1.4.5. A standardized reporting form will be provided after contract award
 - 13.1.5. Total Cost of all Services/Products Purchased. Ability to sort by agency/eligible participant.
 - 13.1.6. Preferred in Excel format

14. OBLIGATIONS AND LIABILITY OF THE CONTRACTOR:

- 14.1. The Contractor shall provide all services strictly pursuant to, and in conformity with, the specifications described in State RFB #110-26, as described herein, and under the terms of this Contract.
- 14.2. It is the responsibility of the Contractor to maintain this contract and New Hampshire Vendor Registration with up to date contact information.
- 14.3. Contract specific contact information (Sales contact, Contractor contract manager, etc.) shall be sent to the State's Contracting Office listed in Box 1.9 of Form P-37.
- 14.4. Additionally, all updates i.e., telephone numbers, contact names, email addresses, W9, tax identification numbers are required to be current through a formal electronic submission to the Bureau of Purchase and Property at: [https://das.nh.gov/purchasing/vendorregistration/\(S\(q0fzcv55ghaeqs45jpvq5i45\)\)/welcome.aspx](https://das.nh.gov/purchasing/vendorregistration/(S(q0fzcv55ghaeqs45jpvq5i45))/welcome.aspx).
- 14.5. The Contractor shall agree to hold the State of NH harmless from liability arising out of injuries or damage caused while performing this work. The Contractor shall agree that any damage to building(s), materials,

equipment, or other property during the performance of the service shall be repaired at its own expense, to the State's satisfaction.

14.6. The Contractor shall not be allowed to require any other type of order, nor shall the Contractor be allowed to require the filling out or signing of any other document by State of New Hampshire personnel.

15. DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER COVERED TRANSACTIONS:

15.1. The Contractor certifies, by signature of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal Department or Agency.

16. CONFIDENTIALITY & CRIMINAL RECORD:

16.1. If requested by the using agency, the Contractor and its employees, and Sub-Contractors (if any), shall be required to sign and submit a Confidential Nature of Department Records Form and a Criminal Authorization Records Form. These forms shall be submitted to the individual using agency prior to the start of any work.

17. TERMINATION:

17.1. The State of New Hampshire shall have the right to terminate the contract at any time with a thirty (30) day written notice to the contractor.

EXHIBIT C - METHOD OF PAYMENT

18. CONTRACT PRICE:

18.1. The Contractor hereby agrees to provide Pheasants in complete compliance with the terms and conditions specified in Exhibit B for an amount up to and not to exceed a price of \$500,000.00; this figure shall not be considered a guaranteed or minimum figure; however, it shall be considered a maximum figure from the effective date through the expiration date as indicated in Form P-37 Block 1.7.

19. PRICING STRUCTURE:

19.1.

Year	QTY	UOM	Description	Unit Cost
2026	9,500	EA	Pheasants, Ring neck-Live, as per NH Department of Fish and Game minimum specifications. Equal number of male and female birds	\$15.00
2027	9,500	EA	Pheasants, Ring neck-Live, as per NH Department of Fish and Game minimum specifications. Equal number of male and female birds	\$15.25
2028	9,500	EA	Pheasants, Ring neck-Live, as per NH Department of Fish and Game minimum specifications. Equal number of male and female birds	\$15.50

20. CONTRACTOR'S BALANCE OF PRODUCT LINE ITEMS:

20.1. The items in the Offer Section include the items most commonly purchased by State of New Hampshire agencies and shall be used for award purposes. During the term of contract, the State may purchase other items that relate to the product/categories represented herein from the Contractor's Balance of Product Line. All items ordered shall include all shipping/charges as specified above in "Bid Prices".

21. INVOICE:

21.1. Itemized invoices shall be submitted to the using agency after delivery of the products and include the following at a minimum:

21.1.1. State of NH purchase order (PO) number if applicable

21.1.2. State of NH contract number

21.1.3. State of NH ordering agency information

21.1.3.1. Name and contact information of ordering individual

21.1.3.2. Name of ordering state agency / department

21.1.3.3. Address of ordering state agency / department

21.1.3.4. Name and contact information of ordering state agency accounts payable office

21.1.4. Date of purchase

21.1.5. Date of delivery

21.1.6. Contractor order number

21.1.7. Contractor account representative name and contact information

21.1.8. Product description, quantity ordered, quantity delivered, unit price, total price for payment

21.1.9. Items backordered and their delivery date

21.2. Contractor shall be paid within 30 days after receipt of properly documented invoice and acceptance of the work to the State's satisfaction.

22. PAYMENT:

22.1. Payments may be made via ACH or P-Card. Use the following link to enroll with the State Treasury for ACH payments: <https://www.nh.gov/treasury>.

State of New Hampshire

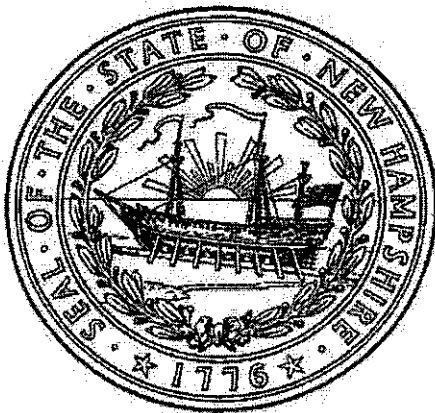
Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that FULL FLIGHT GAME FARM, INC. is a Massachusetts Profit Corporation registered to transact business in New Hampshire on July 16, 2026. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 1034639

Certificate Number : 0007982704



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed

the Seal of the State of New Hampshire,

this 16th day of July A.D. 2026.

A handwritten signature in black ink, appearing to read "David M. Scanlan", is written over a circular stamp that partially overlaps the seal of the State of New Hampshire.

David M. Scanlan

Secretary of State

Corporate Resolution

I, Daniel Gray, hereby certify that I am a duly elected
(Print First and Last Name)
Clerk/Secretary/Officer of Fullflight Game Farm, I
hereby certify the
(Name of Corporation)
following is a true copy of a vote taken at a meeting of the Board of Directors/shareholders, duly
called and held on 4-10-2026, at which a quorum of the
Directors/shareholders were
(Month Day, Year)
present and voting.

VOTED: That Edwin Gray (may list more than
one person) is

(Printed Name and Title)
duly authorized to enter into contracts or agreements on behalf of

Fullflight Game Farm with the State of New
Hampshire and any of

(Name of Corporation)
its agencies or departments and further is authorized to execute any documents

which may in his/her judgment be desirable or necessary to affect the purpose of
this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force
and effect as of the date of the contract to which this certificate is attached. This authority
remains valid for thirty (30) days from the date of this Corporate Resolution. I further certify
that it is understood that the State of New Hampshire will rely on this certificate as evidence that
the person(s) listed above currently occupy the position(s) indicated and that they have full
authority to bind the corporation. To the extent that there are any limits on the authority of any
listed individual to bind the corporation in contracts with the State of New Hampshire, all such
limitations are expressly stated herein.

DATED: 4-10-26

ATTEST:

[Signature]
(Signature)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/4/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER VILES AGENCY 55B N Main St South Deerfield, MA 01373	CONTACT NAME: Tim Viles	FAX (A/C, No): 413-665-8202	
	PHONE (A/C, No, Ext): 413-665-8200	E-MAIL ADDRESS: t.viles@american-national.com	
INSURED Full Flight Game Farm Inc 4 Brattleboro Rd Bernardston, MA 01337-9519	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Farm Family Casualty Insurance Company		
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			2006G1630	6/4/2026	6/4/2027	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY	☐ SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY	☐ NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB	☐ OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB	☐ CLAIMS-MADE					AGGREGATE \$
	☐ DED ☐ RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE ☐ OTH-ER ☐
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ Y/N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Edwin Gray, Daniel Gray and Matthew Gray are all owners of Full Flight Game Farm Inc and are exempt from having a Workmans Comp policy.

CERTIFICATE HOLDER **CANCELLATION**

State of New Hampshire, Administrative Services Bureau of Purchase and Property 25 Capitol Street, Room 102 Concord, NH 03301	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE