



Kronos Incorporated  
900 Chelmsford Street  
Lowell, MA 01851

url [www.kronos.com](http://www.kronos.com)

May 28, 2020

Ms. Phyllis A. Head, CPPD, GCPA  
DeKalb County Government  
Purchasing & Contracting Department  
1300 Commerce Drive, 2nd Floor  
Decatur, GA 30030

Dear Ms. Head:

This letter is to confirm that Kronos® equipment and software is sold and serviced only through Kronos district offices or Kronos authorized dealers.

Kronos' products are sold directly by Kronos Incorporated in the Decatur, Georgia area:

1725 Windward Concourse, Suite 250  
Alpharetta GA 30004  
Telephone: (770) 619-3443

Kronos' goal is to handle questions regarding the sole sourcing of Kronos products in a consistent manner, which is why we utilize this letter format. If you have any questions relating to anything in this letter, please feel free to contact me anytime.

Sincerely yours,

A handwritten signature in black ink, appearing to read "John O'Brien".

John O'Brien  
Chief Revenue Officer