



## REQUEST FOR INFORMATION: LEGAL SERVICES

Visit The County, Prince Edward County's official Destination Marketing and Management Organization [DMMO], is seeking a statement of rates from qualified individual attorneys and/or law firms in relation to outsourcing services. The submission deadline for information is April 21, 2023.

Visit the County is the official tourism Destination Marketing and Management Organization (DMMO) for the County of Prince Edward. As a not-for-profit municipal services corporation, our mission is to contribute to the growth of a vibrant tourism economy.

### SCOPE OF SERVICES

Under the direction of the Board of Directors, professional legal assistance will be required for processes to ensure the smooth and compliant operation of the organization, including:

- Corporate Minute Book and Filing Fee
- Canadian Wordmark/Trademark Application
- Image usage rights contracts (I.P.)
- Standard Contesting Terms and Conditions
- Standard Partnership Contract
- Standard Employment Contract

### SUBMISSION INFORMATION:

- Information accepted until April 21st, 2023 at 4 p.m.
- Interested parties are requested to provide a response in writing via e Attn: Eleanor Cook [opportunities@visitthecounty.com](mailto:opportunities@visitthecounty.com)
- Please include confirmation of expertise and ability to meet each of the Scope of Services outlined
- Please include Statement of Rates proposal

Questions should be directed via email to: Eleanor Cook [eleanor@visitthecounty.com](mailto:eleanor@visitthecounty.com)

*Visit the County reserves the right to consider, review, award or reject any and all submissions to this Request for Information at its sole discretion, including the withdrawal or postponement of this Request at the direction of the Board of Directors.*