



15 MAR 2019
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Embassy of Italy in Canberra

Appointment Letter – Terms of contract acceptance

15/03/2019

MO - Mills Oakley

Mr Andrew Klein

1/121 Marcus Clarke Street

Canberra ACT 2601

Reference: CIG Z132796529

Dear Mr Klein,

Thank you for the costs agreement you provided to this Embassy on 14th March 2019 for the provision of an amendment of the employment contract for locally engaged staff.

The costs agreement with the technical information provided and the contractual terms and conditions are accepted by this Embassy, provided you also agree to the following terms and conditions requested by the relevant Italian administrative regulations:

1. The indicated price of \$7,000.00 is fixed and is not subject to revision and is the total fee due and payable for the agreed work to be carried out;
2. The contractor cannot request to the Embassy extra payment for the services covered in the costs agreement;
3. The contractor must indicate in writing here below the details of the current Bank account to which the Embassy will make the required payments and the person/persons authorised to manage the Bank account:

Bank account details

Account holder's name	Mills Oakley Law Practice Trust Account
BSB	032 719
Account Number	545737

4. The Embassy will not make payments in a manner other than by transfer to the aforementioned bank account;



5. In the invoice the following reference number must be indicated: **CIG Z132796529**;
6. The payment will take place after the Embassy has verified the regular execution of the contracted services and within 28 days from the date of receipt of the invoice.

Please note that under Italian legislation, it is forbidden for us to make payment in advance or prior to the service having been completed.

It is understood that the provision of the services will be carried out at a mutually convenient date and will be completed in six (6) weeks.

Please return this letter signed by the authorised representative of your Company with the Bank information and the declaration requested.

The contract for the provision of an amendment of the employment contract for locally engaged staff, and the specific clauses set above, will become binding for both Parties from the date the Embassy receives this letter signed and the requested declaration.

The Contractor

21/3/19

The Chargé d'Affaires a.i.
Filippo Lonardo