

**CHAPTER 1, AMENDMENT 2**

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## **ADOPTION STATEMENT**

The “Vendor Purchase Policy” of the District, adopted as denoted herein at a properly noticed rulemaking meeting of the Board of Supervisors, is hereby incorporated by reference into the “Rules & Policies” of the Harmony Community Development District, and is designated as **Amendment 2**, “Vendor Purchase Policy”, to **Chapter 1**, “Administrative Rules of Procedure”.

### Chapter 1, Amendment 2

Specific Authority: 190.011(5), 190.011(15), 120.54  
Law Implemented: 190.007

**Harmony Community Development District**  
**VENDOR PURCHASE POLICY**

“Vendor” or “Vendors” shall mean those persons selling goods or services including professional services to the Harmony Community Development District (“District”) pursuant to written agreement or otherwise.

The District shall ensure that each Vendor receives a copy of this policy and agrees to abide by its terms as indicated by the Vendor’s signature in the space below. To the extent practicable, the terms of this policy shall be incorporated into any other written agreements between Vendor and District but this policy shall govern to the extent of any inconsistency with any other written provisions between Vendor and District.

At least two weeks prior to every regularly scheduled District Board of Supervisors meeting, Vendors shall submit to the District Manager bills or invoices for good or services purchased by the District from the Vendor during the time period preceding such submission. Bills or invoices not submitted timely as according to the above shall not be placed on the agenda for Board approval for payment as set forth hereinafter.

All Vendor contracts or agreements entered into with the District, or bills and invoices submitted whether pursuant to separate agreement or otherwise, shall provide that the District may pay all bills or invoices submitted as according to the above within thirty (30) days following approval of the District Board without any penalty or increase in the amounts due and owing because of such payment policy. This paragraph’s provisions assume the District Board will meet at least once per month, and Vendors may provide for penalties or increased payment as to bills or invoices not paid within fifty (50) days following proper submission to the District Manager or for alternative payment mechanisms in the event the Board does not meet at least once every thirty (30) days.

This Vendor Purchase Policy, initially adopted by motion of the Board of Supervisors of the Harmony Community Development District at the properly noticed Board meeting of August 31, 2000, is herein properly reduced to writing, as amended, and is forthwith adopted as a Rule of the District as indicated by the Board at the properly noticed meeting on the date denoted below; and as may be further amended and properly adopted as a Rule at a future meeting of the Board.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kristen Suit, District Manager  
Harmony Community Development District

AGREED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Vendor