



# Order Agreement

Check Applicable Box

Purchase

Lease

Other:

<b>INVOICE TO</b> Account #	<b>SOLD TO</b> Account # SO 0001438725	<b>SHIP TO</b> Account #
Legal Name PLEASANTDALE SCHOOL DISTRICT 107	Legal Name PLEASANTDALE SCHOOL DISTRICT 107	Legal Name PLEASANTDALE SCHOOL DISTRICT 107
Attn Line 1	Attn Line 1	Attn Line 1
Attn Line 2	Attn Line 2	Attn Line 2
Street Address 7450 S WOLF RD	Street Address 7450 S WOLF RD	Street Address 7450 S. WOLF ROAD
City BURR RIDGE State IL Zip 60527-7714	City BURR RIDGE State IL Zip 60527-7714	City BURR RIDGE State IL Zip 60527
Tax Exempt <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (Copy Required)	Tax Exempt # E9997-7982-07	
P.O. Required <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Copy Required)	P.O. #	P.O. Expiration Date
<b>Payment Terms:</b> NET 30 DAYS	<input type="checkbox"/> Yes, I want to pay by Credit Card. Please provide contact name/phone below. <input type="checkbox"/> Pay in Full (including applicable tax) <input type="checkbox"/> Partial Payment, Amount \$ _____ Contact Name: _____ Phone: _____	Check # Amount

**Requested Delivery Date:** SEE ATTACHED **Maintenance Contract**  Accepted  Declined

QTY	MATERIAL #	MATERIAL DESCRIPTION	SERIAL NUMBER	PRICE EACH	EXTENDED
1	AA2J011	BIZHUB C360I COPIER/PRINTER		\$ 3,182.00	\$ 3,182.00
1	7670525506	DELIVERY CHARGE - LEVEL 1		\$ 120.00	\$ 120.00
1	7640018094	BASIC NETWORK SERVICE - BNS04		\$ 340.00	\$ 340.00
1	AAMNWY1	DF-714 DUAL SCAN DOCUMENT FEEDER		\$ 700.00	\$ 700.00
1	AAV5WY2	PC-216 PAPER FEED CABINET		\$ 417.00	\$ 417.00
1	A87GWYE	FS-536SD FINISHER		\$ 970.00	\$ 970.00
1	A3ETW11	PK-520 2/3 HOLE PUNCH UNIT (FS-534		\$ 210.00	\$ 210.00
1	A87JWY2	RU-513 FINISHER RELAY UNIT		\$ 85.00	\$ 85.00
1	R5427011136406GEN2	AU-205H GEN2 MULTI CARD READER W		\$ 199.50	\$ 199.50
1	A0W4WY3	WT-506 WORKING TABLE		\$ 56.00	\$ 56.00
1	A883012	FK-514 FAX KIT (1ST/2ND LINES)		\$ 375.00	\$ 375.00
150.0	7640019485	KMBS PROFESSIONAL PROJECT SERVI		\$ 1.00	\$ 150.00
7	PCREMOTEEMB	PER EMBEDDED LIC -REMOTE PS		\$ 123.83	\$ 866.81
1	PCREMOTESERVER	PER REMOTE SERVER PS		\$ 265.53	\$ 265.53

QTY	MATERIAL #	SUPPLY - MATERIAL DESCRIPTION	PRICE EACH	EXTENDED
1	AAV8430	TN328C CYAN TONER (YIELD:28K)	N/A	\$ 0.00
1	AAV8130	TN328K BLACK TONER (YIELD:28K)	N/A	\$ 0.00
1	AAV8330	TN328M MAGENTA TONER (YIELD:28K)	N/A	\$ 0.00
1	AAV8230	TN328Y YELLOW TONER (YIELD:28K)	N/A	\$ 0.00
			N/A	
			N/A	

**ADDITIONAL CHARGES**

Network  Removal  Other

Additional Charges \_\_\_\_\_  
**TOTAL** \$ 19,529.25  
 (TOTAL is exclusive of applicable taxes)  
 Total Includes Items on Schedule B

**PICK-UP** Requested Removal Date: 02/24/2020

QTY	MATERIAL #	MATERIAL DESCRIPTION	SERIAL NUMBER
1		BIZHUB C554E	A5AY011001252

**COMMENTS**

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# Order Agreement

**Check Applicable Box**

**Purchase**

**Lease**

**Other:**

<b>INVOICE TO</b> Account #	<b>SOLD TO</b> Account # SO 0001438725	<b>SHIP TO</b> Account #
Legal Name PLEASANTDALE SCHOOL DISTRICT 107	Legal Name PLEASANTDALE SCHOOL DISTRICT 107	Legal Name PLEASANTDALE MIDDLE SCHOOL
Attn Line 1	Attn Line 1	Attn Line 1
Attn Line 2	Attn Line 2	Attn Line 2
Street Address 7450 S WOLF RD	Street Address 7450 S WOLF RD	Street Address 7450 S. WOLF ROAD
City BURR RIDGE State IL Zip 60527-7714	City BURR RIDGE State IL Zip 60527-7714	City BURR RIDGE State IL Zip 60527
Tax Exempt <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (Copy Required)	Tax Exempt # E9997-7982-07	
P.O. Required <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Copy Required)	P.O. #	P.O. Expiration Date
<b>Payment Terms:</b> NET 30 DAYS	<input type="checkbox"/> Yes, I want to pay by Credit Card. Please provide contact name/phone below. <input type="checkbox"/> Pay in Full (including applicable tax) <input type="checkbox"/> Partial Payment, Amount \$ _____ Contact Name: _____ Phone: _____	Check # _____ Amount _____

**Requested Delivery Date:** SEE ATTACHED **Maintenance Contract**  Accepted  Declined

QTY	MATERIAL #	MATERIAL DESCRIPTION	SERIAL NUMBER	PRICE EACH	EXTENDED
1	A8KN011	BIZHUB 808		\$ 6,983.00	\$ 6,983.00
1	7670525508	DELIVERY CHARGE - LEVEL 3		\$ 400.00	\$ 400.00
1	7640018095	BASIC NETWORK SERVICE - BNS05		\$ 500.00	\$ 500.00
1	A87GWY3	FS-536 FINISHER (50 SHEETS)		\$ 470.00	\$ 470.00
1	A3ETW11	PK-520 2/3 HOLE PUNCH UNIT (FS-534		\$ 210.00	\$ 210.00
1	A87KWW1	RU-515 RELAY UNIT		\$ 100.00	\$ 100.00
1	R5427011136466GEN2	AU-205H GEN2 MULTI CARD READER W		\$ 199.50	\$ 199.50
1	A0W4WY2	WT-506 WORKING TABLE		\$ 56.00	\$ 56.00
150.0	7640019485	KMBS PROFESSIONAL PROJECT SERVI		\$ 1.00	\$ 150.00
1	AA2J011	BIZHUB C360I COPIER/PRINTER		\$ 3,182.00	\$ 3,182.00
1	7670525506	DELIVERY CHARGE - LEVEL 1		\$ 120.00	\$ 120.00
1	7640018094	BASIC NETWORK SERVICE - BNS04		\$ 340.00	\$ 340.00
1	AAMNWW1	DF-714 DUAL SCAN DOCUMENT FEEDER		\$ 700.00	\$ 700.00
1	AAV5WY2	PC-216 PAPER FEED CABINET		\$ 417.00	\$ 417.00

QTY	MATERIAL #	SUPPLY - MATERIAL DESCRIPTION	PRICE EACH	EXTENDED
1	A8H5030	TN812 BH808 TONER (YIELD: 40,800)	N/A	\$ 0.00
1	AAV8430	TN328C CYAN TONER (YIELD:28K)	N/A	\$ 0.00
1	AAV8130	TN328K BLACK TONER (YIELD:28K)	N/A	\$ 0.00
1	AAV8330	TN328M MAGENTA TONER (YIELD:28K)	N/A	\$ 0.00
1	AAV8230	TN328Y YELLOW TONER (YIELD:28K)	N/A	\$ 0.00
1	A9K8430	TN713C - CYAN TONER (YIELD - 33.2K)	N/A	\$ 0.00

**ADDITIONAL CHARGES**

Network \_\_\_\_\_  Removal \_\_\_\_\_  Other \_\_\_\_\_

Additional Charges \_\_\_\_\_  
**TOTAL** \$ 25,477.50  
 (TOTAL is exclusive of applicable taxes)  
 Total Includes Items on Schedule B

**PICK-UP** Requested Removal Date: 02/24/2020

QTY	MATERIAL #	MATERIAL DESCRIPTION	SERIAL NUMBER
1		BIZHUB 754	A55V011000926
1		BIZHUB 754	A55V011000941

**COMMENTS**

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# Order Agreement

**Check Applicable Box**

**Purchase**

**Lease**

**Other:**

<b>INVOICE TO</b> Account #	<b>SOLD TO</b> Account # SO 0001438725	<b>SHIP TO</b> Account #
Legal Name PLEASANTDALE SCHOOL DISTRICT 107	Legal Name PLEASANTDALE SCHOOL DISTRICT 107	Legal Name PLEASANTDALE ELEMENTARY SCHOOL
Attn Line 1	Attn Line 1	Attn Line 1
Attn Line 2	Attn Line 2	Attn Line 2
Street Address 7450 S WOLF RD	Street Address 7450 S WOLF RD	Street Address 8100 SCHOOL STREET
City BURR RIDGE State IL Zip 60527-7714	City BURR RIDGE State IL Zip 60527-7714	City LAGRANGE State IL Zip 60525
Tax Exempt <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (Copy Required)	Tax Exempt # E9997-7982-07	
P.O. Required <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Copy Required)	P.O. #	P.O. Expiration Date
<b>Payment Terms:</b> NET 30 DAYS	<input type="checkbox"/> Yes, I want to pay by Credit Card. Please provide contact name/phone below. <input type="checkbox"/> Pay in Full (including applicable tax) <input type="checkbox"/> Partial Payment, Amount \$ _____ Contact Name: _____ Phone: _____	Check # _____ Amount _____

**Requested Delivery Date:** SEE ATTACHED **Maintenance Contract**  Accepted  Declined

QTY	MATERIAL #	MATERIAL DESCRIPTION	SERIAL NUMBER	PRICE EACH	EXTENDED
2	A8KN011	BIZHUB 808		\$ 6,983.00	\$ 13,966.00
2	7670525508	DELIVERY CHARGE - LEVEL 3		\$ 400.00	\$ 800.00
2	7640018095	BASIC NETWORK SERVICE - BNS05		\$ 500.00	\$ 1,000.00
2	A87GWY3	FS-536 FINISHER (50 SHEETS)		\$ 470.00	\$ 940.00
2	A3ETW11	PK-520 2/3 HOLE PUNCH UNIT (FS-534		\$ 210.00	\$ 420.00
2	A87KWW1	RU-515 RELAY UNIT		\$ 100.00	\$ 200.00
2	R5427011136466GEN2	AU-205H GEN2 MULTI CARD READER W		\$ 199.50	\$ 399.00
2	A0W4WY2	WT-506 WORKING TABLE		\$ 56.00	\$ 112.00
300.0	7640019485	KMBS PROFESSIONAL PROJECT SERVI		\$ 1.00	\$ 300.00
1	AA2J011	BIZHUB C360I COPIER/PRINTER		\$ 3,182.00	\$ 3,182.00
1	7670525506	DELIVERY CHARGE - LEVEL 1		\$ 120.00	\$ 120.00
1	7640018094	BASIC NETWORK SERVICE - BNS04		\$ 340.00	\$ 340.00
1	AAMNWW1	DF-714 DUAL SCAN DOCUMENT FEEDER		\$ 700.00	\$ 700.00
1	AAV5WY2	PC-216 PAPER FEED CABINET		\$ 417.00	\$ 417.00
QTY	MATERIAL #	SUPPLY - MATERIAL DESCRIPTION		PRICE EACH	EXTENDED
2	A8H5030	TN812 BH808 TONER (YIELD: 40,800)	N/A	\$ 0.00	\$ 0.00
1	AAV8430	TN328C CYAN TONER (YIELD:28K)	N/A	\$ 0.00	\$ 0.00
1	AAV8130	TN328K BLACK TONER (YIELD:28K)	N/A	\$ 0.00	\$ 0.00
1	AAV8330	TN328M MAGENTA TONER (YIELD:28K)	N/A	\$ 0.00	\$ 0.00
1	AAV8230	TN328Y YELLOW TONER (YIELD:28K)	N/A	\$ 0.00	\$ 0.00

**ADDITIONAL CHARGES**

Network \_\_\_\_\_  Removal \_\_\_\_\_  Other \_\_\_\_\_

Additional Charges \_\_\_\_\_  
**TOTAL** \$ 23,301.50  
 (TOTAL is exclusive of applicable taxes)  
 Total Includes Items on Schedule B

**PICK-UP** Requested Removal Date: 02/24/2020

QTY	MATERIAL #	MATERIAL DESCRIPTION	SERIAL NUMBER
1		BIZHUB 754	A55V011000946
1		BIZHUB 754	A55V011000964

**COMMENTS**





### Maintenance Agreement

#### Customer Information

Sold to Acct #: <u>0001438725</u>	Payer/Bill to Acct #: _____	Ship to Acct #: _____
Name: <u>PLEASANTDALE SCHOOL DISTRICT 107</u>	Name: <u>PLEASANTDALE SCHOOL DISTRICT 107</u>	Name: <u>MULTIPLE SHIP TO LOCATIONS</u>
Attn/Dept: _____	Attn/Dept: _____	Attn/Dept: _____
Ste/Rm: _____	Ste/Rm: _____	Ste/Rm: _____
Address: <u>7450 S WOLF RD</u>	Address: <u>7450 S WOLF RD</u>	Address: _____
City: <u>BURR RIDGE</u>	City: <u>BURR RIDGE</u>	City: _____
State: <u>IL</u> Zip: <u>60527-7714</u>	State: <u>IL</u> Zip: <u>60527-7714</u>	State: _____ Zip: _____

Tax Exempt Customer?  Yes  No Tax Exemption Number: E9997-7982-07 Tax Exemption Certificate must be attached when applicable.

PO Required?  Yes  No PO Number: \_\_\_\_\_ PO Expiration Date: \_\_\_\_\_ PO must be attached when applicable.

Individual PO  Blanket PO PO Contact: \_\_\_\_\_ Email: \_\_\_\_\_ Ph: \_\_\_\_\_

Fleet Manager?  Yes  No Name: \_\_\_\_\_ Email: \_\_\_\_\_ Ph: \_\_\_\_\_

#### Coverage / Billing Options

##### Coverage Options:

Select Options:

- Supply Inclusive
- After Hours Service - Requires After Hours Agreement
- Decline Digital Connected Support\*

Select Options:

- Toner (Black Only)
- 20lb Bond Roll Paper
- Decline Digital Connected Support\*

\* Digital Connect Support will be added automatically billed at \$12.00 per serial number monthly, unless declined above.

##### Billing Options:

Initial Term in Months:  36  48  60  Other \_\_\_\_\_

Flat Rate Frequency:  Monthly  Quarterly  Annually

Meter Frequency:  Monthly  Quarterly  Annually

Aggregate Volume:  B/W  Color

##### Wide Format

36  48  60  Other \_\_\_\_\_

Monthly

Monthly

##### All Devices

Effective Date:  On Install  Date: \_\_\_\_\_

Billing Day:  Selected by KMBS  Preferred Day: \_\_\_\_\_ (29th, 30th, and 31st are not an available selection)

#### Maintenance Pricing

Internal Use  
MA #: \_\_\_\_\_

MFP				Monthly Minimum Volume	Monthly Flat Rate \$	Cost Per Copy Rate \$	Start Meter	Sub Fleet	Price Plan
1	BIZHUB C360I COPIER /PRINTER		Color	0	0.00	0.04000	0		
			B/W	0	0.00	0.00400	0		
2	BIZHUB 808		Color						
			B/W	0	0.00	0.00400	0		
3	BIZHUB C360I COPIER /PRINTER		Color	0	0.00	0.04000	0		
			B/W	0	0.00	0.00400	0		

Additional Equipment on Schedule B

##### Wide Format

Item	Model Description	Serial Number	Type	Monthly Minimum Volume (Sq. Feet)	Monthly Flat Rate \$	Cost Per Square Foot Rate \$	Start Meter	Sub Fleet	Price Plan
1			Color						
			B/W						

Additional Equipment on Schedule C

#### Comments

#### For Internal Use

Maintenance:  with Equipment Order  Maintenance Only  Billed by KMBS  Billed by Lease Company  Dealer Serviced

Sales Rep Number: \_\_\_\_\_ Sales Rep Name: \_\_\_\_\_ Sales Rep Email Address: \_\_\_\_\_

Originating: 103228 DAN SCHINDLER DSCHINDLER@KMBS.KONICAMINOLTA.US

Order Taking: 103228 DAN SCHINDLER DSCHINDLER@KMBS.KONICAMINOLTA.US

Servicing: 103228 DAN SCHINDLER DSCHINDLER@KMBS.KONICAMINOLTA.US

Sales District: 24404

Processed:  Branch  Windsor



### Maintenance Agreement Additional Equipment - Schedule B

Maintenance Pricing								Internal Use		
MFP				Monthly Minimum Volume	Monthly Flat Rate \$	Cost Per Copy Rate \$	Start Meter	MA #:	Sub Fleet	Price Plan
Item	Model Description	Serial Number	Type							
1	BIZHUB C759 COPIER/P RINTER		Color	0	0.00	0.04000	0			
			B/W	0	0.00	0.00400	0			
2	BIZHUB 808		Color							
			B/W	0	0.00	0.00400	0			
3	BIZHUB 808		Color							
			B/W	0	0.00	0.00400	0			
4	BIZHUB C360I COPIER/ PRINTER		Color	0	0.00	0.04000	0			
			B/W	0	0.00	0.00400	0			
5			Color							
			B/W							
6			Color							
			B/W							
7			Color							
			B/W							
8			Color							
			B/W							
9			Color							
			B/W							
10			Color							
			B/W							
11			Color							
			B/W							
12			Color							
			B/W							
13			Color							
			B/W							
14			Color							
			B/W							
15			Color							
			B/W							
16			Color							
			B/W							
17			Color							
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18			Color							
			B/W							
19			Color							
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20			Color							
			B/W							
21			Color							
			B/W							
22			Color							
			B/W							
23			Color							
			B/W							
24			Color							
			B/W							
25			Color							
			B/W							
26			Color							
			B/W							
27			Color							
			B/W							
28			Color							
			B/W							





### Equipment Removal Authorization

Customer: PLEASANTDALE SCHOOL DISTRICT 107

Pick Up Address: PLEASANTDALE SCHOOL DISTRICT 107, 7450 S. WOLF ROAD, BURR RIDGE, IL, 60527

Equipment being removed from Customer's Location:

Make: <u>KONICA MINOLTA</u>	Model: <u>BIZHUB C554E</u>	Serial Number: <u>A5AY011001252</u>
Make: _____	Model: _____	Serial Number: _____
Make: _____	Model: _____	Serial Number: _____

Customer Owned Asset:

Customer represents and warrants that it has good title to the equipment, free and clear of any lien, mortgage, encumbrance or security interest of any kind. Customer agrees to defend, indemnify and hold Konica Minolta Business Solutions U.S.A., Inc. ("KMBS") harmless from any loss, damage claim, liability or expense of any kind (including, but not limited to, court costs and attorney's fees) arising or resulting from a breach of this representation and warranty of good title and/or the authority, expressed or apparent, of Customer to trade-in or transfer the equipment. Upon signing this Agreement, Customer surrenders possession of the equipment and all components contained therein to KMBS. Customer further agrees that the surrendered equipment will be available for pick-up at the same time that any new equipment is delivered. If the surrendered equipment is not available for pick-up at time of new equipment delivery, customer will be invoiced an additional charge for the separate pick-up.

Lease Company Owned Asset:

Lease Company Name: \_\_\_\_\_ Lease #: \_\_\_\_\_

- Upgrade to Return      KMBS will resolve current lease obligation. Asset belongs to the Lease Company. KMBS will ship back to Lease Company.
- Upgrade to Keep        KMBS will resolve current lease obligation. Asset belongs to KMBS unless otherwise stated below.
- Buyout to Keep         KMBS will resolve current lease obligation. Asset belongs to KMBS unless otherwise stated below.
- End of Lease Return    Asset belongs to the Lease Company. KMBS will return equipment listed above to the respective leasing company upon receipt of a written Return Authorization Letter and Shipping Instructions. In the event KMBS does not receive a Return Authorization Letter and Shipping Instructions within 90 days of equipment pick up from Customer's location, and Customer has not made additional arrangements with KMBS for storage, the equipment listed above will be returned to Customer's location of pick up with no further obligation of KMBS.

Unless itemized as part of the equipment order, KMBS will invoice the Customer for the Shipping Fee(s) associated with return of the equipment to the designated return address provided by the Lease Company.

Shipping Fee(s) to Be Invoiced to Customer: \_\_\_\_\_

End of Lease Return requiring interim storage of equipment requires pre-authorization from the Regional Operations Manager and Market Vice President and is subject to availability of storage space in a KMBS warehouse or arrangement for offsite storage.

Comments:

Empty box for comments.



### Equipment Removal Authorization

Customer: PLEASANTDALE MIDDLE SCHOOL

Pick Up Address: PLEASANTDALE MIDDLE SCHOOL, 7450 S. WOLF ROAD, BURR RIDGE, IL, 60527

Equipment being removed from Customer's Location:

Make: <u>KONICA MINOLTA</u>	Model: <u>BIZHUB 754</u>	Serial Number: <u>A55V011000926</u>
Make: _____	Model: _____	Serial Number: _____
Make: _____	Model: _____	Serial Number: _____

Customer Owned Asset:

Customer represents and warrants that it has good title to the equipment, free and clear of any lien, mortgage, encumbrance or security interest of any kind. Customer agrees to defend, indemnify and hold Konica Minolta Business Solutions U.S.A., Inc. ("KMBS") harmless from any loss, damage claim, liability or expense of any kind (including, but not limited to, court costs and attorney's fees) arising or resulting from a breach of this representation and warranty of good title and/or the authority, expressed or apparent, of Customer to trade-in or transfer the equipment. Upon signing this Agreement, Customer surrenders possession of the equipment and all components contained therein to KMBS. Customer further agrees that the surrendered equipment will be available for pick-up at the same time that any new equipment is delivered. If the surrendered equipment is not available for pick-up at time of new equipment delivery, customer will be invoiced an additional charge for the separate pick-up.

Lease Company Owned Asset:

Lease Company Name: \_\_\_\_\_ Lease #: \_\_\_\_\_

- Upgrade to Return      KMBS will resolve current lease obligation. Asset belongs to the Lease Company. KMBS will ship back to Lease Company.
- Upgrade to Keep        KMBS will resolve current lease obligation. Asset belongs to KMBS unless otherwise stated below.
- Buyout to Keep         KMBS will resolve current lease obligation. Asset belongs to KMBS unless otherwise stated below.
- End of Lease Return    Asset belongs to the Lease Company. KMBS will return equipment listed above to the respective leasing company upon receipt of a written Return Authorization Letter and Shipping Instructions. In the event KMBS does not receive a Return Authorization Letter and Shipping Instructions within 90 days of equipment pick up from Customer's location, and Customer has not made additional arrangements with KMBS for storage, the equipment listed above will be returned to Customer's location of pick up with no further obligation of KMBS.

Unless itemized as part of the equipment order, KMBS will invoice the Customer for the Shipping Fee(s) associated with return of the equipment to the designated return address provided by the Lease Company.

Shipping Fee(s) to Be Invoiced to Customer: \_\_\_\_\_

End of Lease Return requiring interim storage of equipment requires pre-authorization from the Regional Operations Manager and Market Vice President and is subject to availability of storage space in a KMBS warehouse or arrangement for offsite storage.

Comments:

Empty box for comments.



### Equipment Removal Authorization

Customer: PLEASANTDALE MIDDLE SCHOOL

Pick Up Address: PLEASANTDALE MIDDLE SCHOOL, 7450 S. WOLF ROAD, BURR RIDGE, IL, 60527

Equipment being removed from Customer's Location:

Make: <u>KONICA MINOLTA</u>	Model: <u>BIZHUB 754</u>	Serial Number: <u>A55V011000941</u>
Make: _____	Model: _____	Serial Number: _____
Make: _____	Model: _____	Serial Number: _____

Customer Owned Asset:

Customer represents and warrants that it has good title to the equipment, free and clear of any lien, mortgage, encumbrance or security interest of any kind. Customer agrees to defend, indemnify and hold Konica Minolta Business Solutions U.S.A., Inc. ("KMBS") harmless from any loss, damage claim, liability or expense of any kind (including, but not limited to, court costs and attorney's fees) arising or resulting from a breach of this representation and warranty of good title and/or the authority, expressed or apparent, of Customer to trade-in or transfer the equipment. Upon signing this Agreement, Customer surrenders possession of the equipment and all components contained therein to KMBS. Customer further agrees that the surrendered equipment will be available for pick-up at the same time that any new equipment is delivered. If the surrendered equipment is not available for pick-up at time of new equipment delivery, customer will be invoiced an additional charge for the separate pick-up.

Lease Company Owned Asset:

Lease Company Name: \_\_\_\_\_ Lease #: \_\_\_\_\_

- Upgrade to Return      KMBS will resolve current lease obligation. Asset belongs to the Lease Company. KMBS will ship back to Lease Company.
- Upgrade to Keep        KMBS will resolve current lease obligation. Asset belongs to KMBS unless otherwise stated below.
- Buyout to Keep         KMBS will resolve current lease obligation. Asset belongs to KMBS unless otherwise stated below.
- End of Lease Return    Asset belongs to the Lease Company. KMBS will return equipment listed above to the respective leasing company upon receipt of a written Return Authorization Letter and Shipping Instructions. In the event KMBS does not receive a Return Authorization Letter and Shipping Instructions within 90 days of equipment pick up from Customer's location, and Customer has not made additional arrangements with KMBS for storage, the equipment listed above will be returned to Customer's location of pick up with no further obligation of KMBS.

Unless itemized as part of the equipment order, KMBS will invoice the Customer for the Shipping Fee(s) associated with return of the equipment to the designated return address provided by the Lease Company.

Shipping Fee(s) to Be Invoiced to Customer: \_\_\_\_\_

End of Lease Return requiring interim storage of equipment requires pre-authorization from the Regional Operations Manager and Market Vice President and is subject to availability of storage space in a KMBS warehouse or arrangement for offsite storage.

Comments:

Empty box for comments.



### Equipment Removal Authorization

Customer: PLEASANTDALE ELEMENTARY SCHOOL

Pick Up Address: PLEASANTDALE ELEMENTARY SCHOOL, 8100 SCHOOL STREET, LAGRANGE, IL, 60525

Equipment being removed from Customer's Location:

Make: <u>KONICA MINOLTA</u>	Model: <u>BIZHUB 754</u>	Serial Number: <u>A55V011000946</u>
Make: _____	Model: _____	Serial Number: _____
Make: _____	Model: _____	Serial Number: _____

Customer Owned Asset:

Customer represents and warrants that it has good title to the equipment, free and clear of any lien, mortgage, encumbrance or security interest of any kind. Customer agrees to defend, indemnify and hold Konica Minolta Business Solutions U.S.A., Inc. ("KMBS") harmless from any loss, damage claim, liability or expense of any kind (including, but not limited to, court costs and attorney's fees) arising or resulting from a breach of this representation and warranty of good title and/or the authority, expressed or apparent, of Customer to trade-in or transfer the equipment. Upon signing this Agreement, Customer surrenders possession of the equipment and all components contained therein to KMBS. Customer further agrees that the surrendered equipment will be available for pick-up at the same time that any new equipment is delivered. If the surrendered equipment is not available for pick-up at time of new equipment delivery, customer will be invoiced an additional charge for the separate pick-up.

Lease Company Owned Asset:

Lease Company Name: \_\_\_\_\_ Lease #: \_\_\_\_\_

- Upgrade to Return      KMBS will resolve current lease obligation. Asset belongs to the Lease Company. KMBS will ship back to Lease Company.
- Upgrade to Keep        KMBS will resolve current lease obligation. Asset belongs to KMBS unless otherwise stated below.
- Buyout to Keep         KMBS will resolve current lease obligation. Asset belongs to KMBS unless otherwise stated below.
- End of Lease Return    Asset belongs to the Lease Company. KMBS will return equipment listed above to the respective leasing company upon receipt of a written Return Authorization Letter and Shipping Instructions. In the event KMBS does not receive a Return Authorization Letter and Shipping Instructions within 90 days of equipment pick up from Customer's location, and Customer has not made additional arrangements with KMBS for storage, the equipment listed above will be returned to Customer's location of pick up with no further obligation of KMBS.

Unless itemized as part of the equipment order, KMBS will invoice the Customer for the Shipping Fee(s) associated with return of the equipment to the designated return address provided by the Lease Company.

Shipping Fee(s) to Be Invoiced to Customer: \_\_\_\_\_

End of Lease Return requiring interim storage of equipment requires pre-authorization from the Regional Operations Manager and Market Vice President and is subject to availability of storage space in a KMBS warehouse or arrangement for offsite storage.

Comments:

Empty box for comments.



### Equipment Removal Authorization

Customer: PLEASANTDALE ELEMENTARY SCHOOL

Pick Up Address: PLEASANTDALE ELEMENTARY SCHOOL, 8100 SCHOOL STREET, LAGRANGE, IL, 60525

Equipment being removed from Customer's Location:

Make: <u>KONICA MINOLTA</u>	Model: <u>BIZHUB 754</u>	Serial Number: <u>A55V011000964</u>
Make: _____	Model: _____	Serial Number: _____
Make: _____	Model: _____	Serial Number: _____

Customer Owned Asset:

Customer represents and warrants that it has good title to the equipment, free and clear of any lien, mortgage, encumbrance or security interest of any kind. Customer agrees to defend, indemnify and hold Konica Minolta Business Solutions U.S.A., Inc. ("KMBS") harmless from any loss, damage claim, liability or expense of any kind (including, but not limited to, court costs and attorney's fees) arising or resulting from a breach of this representation and warranty of good title and/or the authority, expressed or apparent, of Customer to trade-in or transfer the equipment. Upon signing this Agreement, Customer surrenders possession of the equipment and all components contained therein to KMBS. Customer further agrees that the surrendered equipment will be available for pick-up at the same time that any new equipment is delivered. If the surrendered equipment is not available for pick-up at time of new equipment delivery, customer will be invoiced an additional charge for the separate pick-up.

Lease Company Owned Asset:

Lease Company Name: \_\_\_\_\_ Lease #: \_\_\_\_\_

- Upgrade to Return      KMBS will resolve current lease obligation. Asset belongs to the Lease Company. KMBS will ship back to Lease Company.
- Upgrade to Keep        KMBS will resolve current lease obligation. Asset belongs to KMBS unless otherwise stated below.
- Buyout to Keep         KMBS will resolve current lease obligation. Asset belongs to KMBS unless otherwise stated below.
- End of Lease Return    Asset belongs to the Lease Company. KMBS will return equipment listed above to the respective leasing company upon receipt of a written Return Authorization Letter and Shipping Instructions. In the event KMBS does not receive a Return Authorization Letter and Shipping Instructions within 90 days of equipment pick up from Customer's location, and Customer has not made additional arrangements with KMBS for storage, the equipment listed above will be returned to Customer's location of pick up with no further obligation of KMBS.

Unless itemized as part of the equipment order, KMBS will invoice the Customer for the Shipping Fee(s) associated with return of the equipment to the designated return address provided by the Lease Company.

Shipping Fee(s) to Be Invoiced to Customer: \_\_\_\_\_

End of Lease Return requiring interim storage of equipment requires pre-authorization from the Regional Operations Manager and Market Vice President and is subject to availability of storage space in a KMBS warehouse or arrangement for offsite storage.

Comments:

Empty box for comments.



### MyKMBS.com Access Request Form

Customer Name: PLEASANTDALE SCHOOL DISTRICT 107

Business Class:  Corporate Acct  National  Government  Branch

New or Existing Customer:  New  Existing

SAP Account #: 0001438725/0001438725  
Required if existing

Serial Number(s):	1 _____	4 _____	7 _____
<small>(Include at least one)</small>	2 _____	5 _____	8 _____
	3 _____	6 _____	9 _____

USER	<p><b>Role:</b> <input checked="" type="checkbox"/> Fleet Manager* <input type="checkbox"/> Local Manager** <input type="checkbox"/> Meters Only <input type="checkbox"/> Order Supplies Only <input type="checkbox"/> Service Calls Only</p> <p>If Fleet Manager or Local Manager is selected, also check one of the following:  <input type="checkbox"/> Set-up to view all locations <input type="checkbox"/> Set-up to view only the location(s) linked to specified serial number(s)</p> <p><b>First Name:</b> <u>FRANK</u> <span style="float: right;"><b>Last Name:</b> <u>ADAMS</u></span> <small>Required</small></p> <p><b>Email:</b> <u>FADAMS@D107.ORG</u> <small>Required</small></p>
	<p><b>Role:</b> <input checked="" type="checkbox"/> Fleet Manager* <input type="checkbox"/> Local Manager** <input type="checkbox"/> Meters Only <input type="checkbox"/> Order Supplies Only <input type="checkbox"/> Service Calls Only</p> <p>If Fleet Manager or Local Manager is selected, also check one of the following:  <input type="checkbox"/> Set-up to view all locations <input type="checkbox"/> Set-up to view only the location(s) linked to specified serial number(s)</p> <p><b>First Name:</b> <u>TERI</u> <span style="float: right;"><b>Last Name:</b> <u>MAKUTENAS</u></span> <small>Required</small></p> <p><b>Email:</b> <u>TMAKUTENAS@D107.ORG</u> <small>Required</small></p>
	<p><b>Role:</b> <input type="checkbox"/> Fleet Manager* <input checked="" type="checkbox"/> Local Manager** <input type="checkbox"/> Meters Only <input type="checkbox"/> Order Supplies Only <input type="checkbox"/> Service Calls Only</p> <p>If Fleet Manager or Local Manager is selected, also check one of the following:  <input type="checkbox"/> Set-up to view all locations <input type="checkbox"/> Set-up to view only the location(s) linked to specified serial number(s)</p> <p><b>First Name:</b> <u>JOHN</u> <span style="float: right;"><b>Last Name:</b> <u>MCATEE</u></span> <small>Required</small></p> <p><b>Email:</b> <u>JMCATEE@D107.ORG</u> <small>Required</small></p>
<p>* Fleet Manager - All capabilities of Local Managers as well as the ability to manage users and see reports.  ** Local Manager - Gives user the ability to place supply orders, initiate service calls, report meter reads and pay invoices by credit card.  Have customer alert his/her IT Department to accept the following email addresses:  meterreads@kmbs.konicaminolta.us activation@kmbs.konicaminolta.us extranet@kmbs.konicaminolta.us</p>	
KMBS	<p><b>Representative:</b> <u>DAN SCHINDLER</u> <b>Territory Code:</b> <u>103228</u> <b>Sales Manager:</b> <u>KRISTEN MICHALAK</u> <b>Territory Code:</b> <u>102158</u></p> <p><b>Corporate Acct Mgr:</b> _____ <b>Territory Code:</b> _____ <b>Branch Name:</b> <u>244 - DOWNERS GROVE</u> <b>Branch Number:</b> <u>244</u></p> <p><small>If Applicable</small></p> <p><b>Branch forms are to be submitted with your sales order to your local branch administrators</b>  <b>For Corporate, National, and Government accounts, email completed form to mykmbs.nad@kmbs.konicaminolta.us</b></p>
	<p style="writing-mode: vertical-rl; transform: rotate(180deg); text-align: center; font-weight: bold;">COMMENTS</p>



# Order Package Acceptance Agreement

**Customer Name/Address:**

PLEASANTDALE SCHOOL DISTRICT 107  
7450 S WOLF RD  
BURR RIDGE, IL 60527-7714

**Customer's signature below constitutes Customer's acceptance of the preceding forms in this Order Package (as identified by Order Package ID S00546956 time stamped 02/18/20 01:50 PM).**

Customer's signature below also acknowledges Customer's consent to:

- a) 'KMBS Standard Sales Terms and Conditions - Schedule A (Updated December 1, 2018)' and
- b) 'KMBS Standard Maintenance Terms and Conditions - Schedule A (Updated December 1, 2018)',

both of which are available in hardcopy upon request or online at <https://kmbs.konicaminolta.us/SalesTerms-L86B> and <https://kmbs.konicaminolta.us/MaintenanceTerms-N04D> respectively, terms of which are incorporated into this agreement. If payment by credit card is indicated above, Customer hereby grants KMBS the authority to charge the Customer's credit card in the amount indicated (plus applicable taxes). KMBS assumes no responsibility to pick-up, return to any party, and/or resolve any financial obligations on any existing Customer equipment except as specifically stated in this Agreement or separately executed form.

Not binding on KMBS until signed by KMBS Manager.

**Authorized Customer Representative**

Name: Frank Adams

(Please Print)

DocuSigned by:

Signature: *Frank Adams*  
0FF7821E7366406...

Title: Business Manager/CSBO

Date: 2/20/2020

**KMBS Representative**

Name: Dan Schindler

(Please Print)

DocuSigned by:

Signature: *Dan Schindler*  
A88F689CDE8247B...

Date: 2/18/2020

**KMBS Manager**

Name: Kristen Michalak

(Please Print)

DocuSigned by:

Signature: *Kristen Michalak*  
93D00AE5C27D4D8...

Date: 2/18/2020