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Date: December 21, 2022

To: De Lage Landen

Attn: End of Term Department

From: Jordan Stephen
Director of Technology
Lincolnwood School District 74
6950 N East Prairie Road Lincolnwood, IL 60712 (847) 675-8234

RE: End of Lease Termination 500-50036078

To Whom It May Concern:

I am sending this letter to formally state our intentions to end our lease contract on the following pieces of equipment with De Lage Landen & IMAGETEC L.P.:

Konica Bizhub 958	A796011002965	Konica Bizhub C458	A79M011049383
Konica Bizhub 958	A796011003033	Konica Bizhub C458	A79M011049762
Konica Bizhub 958	A796011003044	Konica Bizhub C458	A79M011050512
Konica Bizhub 958	A796011003057	Konica Bizhub 458e	AA6U011018213
Konica Bizhub 958	A796011003061	Konica Bizhub 458e	AA6U011018556
Konica Bizhub 958	A796011003066	Konica Bizhub 458e	AA6U011018560
Konica Bizhub C558	A79K011027481		

We understand that our lease obligation will be fulfilled by 01/21/2023. The intention of Lincolnwood School District 74 is to return the machines to De Lage Landen at the end of the lease.

Please forward information concerning our return instructions and recommended freight companies so we can arrange shipment of the copiers at the end of the lease. Please send this information to the email address below.

Sincerely,

Kevin Daly
School Board President
Lincolnwood School District 74