



## Request for Vendor Contract Update

Pursuant to the terms of your awarded vendor contract, all vendors must notify and receive approval from Region 4/TCPN when there is an update in the contract. No request will be officially approved without the prior authorization of Region 4. Region 4 reserves the right to accept or reject any request.

Lexmark International, Inc. (Vendor Name) hereby provides notice of the following update to

TCPN contract number: R171403 for Managed Print Solutions on this date 5/7/2018.  
Contract Title

**Instructions:** Vendors must check all that may apply and shall provide supporting documentation. Place your initials next to each item to confirm that documents are indeed included. Request received without supporting documentation will be returned. Be sure to sign prior to submitting your update for approval. **This form is not intended for use if there is a material change in operations, which may adversely affect members, i.e. assignment, bankruptcy, change of ownership, merger, etc. Please contact a member of the TCPN Contracting Team to request a "Notice of Material Change to Vendor Contract" form.**

**Authorized Distributors/Dealers**  
\_\_\_\_ Addition  
\_\_\_\_ Deletion  
\_\_\_\_ Supporting Documentation

**Price Update**  
 Supporting Documentation

**Products/Services**  
 New Addition  
\_\_\_\_ Update Only  
 Supporting Documentation

**Discontinued Products/Services**  
 Supporting Documentation

**States/Territories**  
\_\_\_\_ Supporting Documentation

**Other** \_\_\_\_\_  
\_\_\_\_ Supporting Documentation

Notes: Vendor may include other notes regarding the contract update here: (attach another page if necessary).  
Pricing updates including removal of end of life products, updates to MSRP resulting in decrease of price, and new product additions.

Submitted By: Mary Beth Carter

**Approved by Email:** Date 5/9/18

Title: Public Sector Contract Specialist

**Denied by Email:** Date \_\_\_\_\_

Contact Number: 859/ 232-2116

**Region 4 ESC:** Robert Zingelmann

Email Address carterm@lexmark.com

**Title:** Chief Financial Officer