



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.

ServiceWear Apparel _____ hereby provides notice of the following update to
(Vendor Name)

TCPN contract number: R160801 for Apparel, Uniforms, Accessories + on this date December 8, 2017.
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: We are requesting to modify our annual fixed pricing timeframe from February 1 – January 31 to the revised dates of April 1 – March 31. We would extend our current pricing to the revised date of March 31, 2018

Submitted By: Jim Burnett _____

Approved by Email: Date _____

Title: CDO _____

Denied by Email: Date _____

Contact Number: R160801 _____

Region 4 ESC: _____

Email Address jburnett@servicewearapparel.com _____

TCPN: _____



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Servicewear Apparel (Vendor Name) hereby provides notice of the following update to

TCPN contract number: R160801 for Apparel, Uniforms, Accessories on this date Nov. 7, 2016. (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.**

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Other _____
____ Supporting Documentation

Notes: Vendor may include other notes regarding the contract update here: (attach another page if necessary).
Request to add XXXX

Servicewear Apparel is offering to hold current pricing through January 31, 2018 for Region 4 ESC and National IPA/TCPN participating agencies.

Submitted By: Jim Burnett

Approved by Email: Date Approved 11/7/16

Title: CDO

Denied by Email: Date _____

Contact Number: R160801

Region 4 ESC: Jason Wickel 11/7/16

Email Address: jburnett@servicewearapparel.com TCPN: Christine Dorantes 11/7/16



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_____ hereby provides notice of the following update to
(Vendor Name)

TCPN contract number: _____ for _____ on this date _____ 2017.
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.**

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Notes: Vendor may include other notes regarding the contract update here: (attach another page if necessary).
Request to add XXXX

Submitted By: _____

Approved by Email: Date 7/12/17

Title: _____

Denied by Email: Date _____

Contact Number: _____

Region 4 ESC: Robert Zingelmann

Email Address _____

TCPN: Christine Dorantes