



## 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.

VS America hereby provides notice of the following update to  
*(Vendor Name)*

TCPN contract number: R142216 for National IPA on this date March 21, 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). VS America requests to update its authorized dealer list to the enclosed authorized dealer list dated March 2018. This list reflects updates for new sales representatives and new dealers. If possible we request that this list would be posted to the website so that it is visible to inquiring schools.

Additionally, VS America requests to update its price list. Please see the justification letter enclosed.

Submitted By: Amanda Creech

Title: Accountant

Contact Number: R142216

Email Address: a.creech@vsamerica.com

**Approved by Email:** Date 4/5/18

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

Region 4 ESC: Robert Zingelmann

TCPN: \_\_\_\_\_

Alabama X	Montana X
Alaska X	Nebraska X
Arizona X	Nevada X
Arkansas X	New Hampshire X
California X	New Jersey X
Colorado X	New Mexico X
Connecticut X	New York X
Delaware X	North Carolina X
Florida X	North Dakota X
Georgia X	Ohio X
Hawaii X	Oklahoma X
Idaho X	Oregon X
Illinois X	Pennsylvania X
Indiana X	Rhode Island X
Iowa X	South Carolina X
Kansas X	South Dakota X
Kentucky X	Tennessee X
Louisiana X	Texas X
Maine X	Utah X
Maryland X	Vermont X
Massachusetts X	Virginia X
Michigan X	Washington X
Minnesota X	West Virginia X
Mississippi X	Wisconsin X
Missouri X	Wyoming X

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