



## REQUEST FOR VENDOR CONTRACT UPDATE

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

Fifth Asset, Inc. dba DebtBook (Vendor Name) hereby provides notice of the following update to NCPA contract number: 14-03 on this date 06/16/2023.

### Instructions:

**Vendors must check all that may apply and provide supporting documentation.** Be sure to sign the signature page with all required signatures, prior to submitting your update for approval.

*This form is not intended for use if there is a change in operations, which may adversely affect members, i.e. assignment, bankruptcy, change of ownership, merger, etc.*

### Authorized Affiliates/Dealers/Distributors/Resellers

- Additions
- Deletions

### Products/Services (check all that apply)

- Additions
- Deletions
- Modifications
- Pricing Update

**Other Vendor may include other notes regarding the contract update here: (attach another page if necessary).**

Our original pricing was a single price for all of our products. After getting feedback from the market we have adjusted our pricing to more of an a la carte setup. This request allows individual organizations to choose the products they prefer without having to pay for products they don't use.

Fifth Asset, Inc. dba DebtBook

Vendor Name

Tom Wiese

Submitted By

*Thomas Wiese*

Signature  
SignNow e-signature ID: dfc170cf5f...  
06/16/2023 18:40:56 UTC

06/16/2023

Date

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**FOR USE BY NCPA ONLY:**

Victoria Palmieri

Vendor Manager

*Victoria Palmieri*

Signature  
SignNow e-signature ID: 423726eabd...  
06/16/2023 20:38:05 UTC

06/16/2023

Date

Micaela Flores

Contract Manager Name

*Micaela Flores*

Signature  
SignNow e-signature ID: 5f4f133d63...  
06/20/2023 18:40:41 UTC

06/20/2023

Date

## Document History

SignNow E-Signature Audit Log

All dates expressed in MM/DD/YYYY (US)

**Document name:** DebtBook Request for Vendor Contract Update - Palmieri  
**Document created:** 06/16/2023 18:35:09  
**Document pages:** 2  
**Document ID:** 81a00ca302654da1af6cc33d1e21c1633e49f9d4  
**Document Sent:** 06/16/2023 18:35:32 UTC  
**Document Status:** Signed  
 06/16/2023 18:40:56UTC

**Sender:** contracts@ncpa.us  
**Signers:** guest\_signer\_694053150965@no.reply, victoria.palmieri@omniapartners.com, contracts@ncpa.us  
**CC:** sarah.vavra@omniapartners.com, tomek.kruszec@omniapartners.com, tom.wiese@debtbook.com

Client	Event	By	Server Time	Client Time	IP Address
SignNow Web Application	Uploaded the Document	contracts@ncpa.us	06/16/2023 18:35:09 pm UTC		10.50.98.219
SignNow Web Application	Signing link clicked	contracts@ncpa.us	06/16/2023 18:35:10 pm UTC		98.101.11.90
SignNow Web Application	Copied from Template	contracts@ncpa.us	06/16/2023 18:35:10 pm UTC		10.50.98.219
SignNow Web Application	Invite Sent to: guest_signer_694053150965@no.reply	contracts@ncpa.us	06/16/2023 18:35:32 pm UTC	06/16/2023 18:35:31 pm UTC	98.101.11.90
SignNow Web Application	Signing link user reported: tom.wiese@debtbook.com	tom.wiese@debtbook.com	06/16/2023 18:35:32 pm UTC	06/16/2023 18:35:31 pm UTC	98.101.11.90
SignNow Web Application	Viewed the Document	guest_signer_694053150965@no.reply	06/16/2023 18:35:35 pm UTC	06/16/2023 18:35:34 pm UTC	98.101.11.90
SignNow Web Application	Signed the Document, Signature ID: dfc170c5f70458f9c88	guest_signer_694053150965@no.reply	06/16/2023 18:40:56 pm UTC	06/16/2023 18:40:54 pm UTC	98.101.11.90
SignNow Web Application	Added a Checkbox	guest_signer_694053150965@no.reply	06/16/2023 18:40:56 pm UTC	06/16/2023 18:40:54 pm UTC	98.101.11.90
SignNow Web Application	Added a Text	guest_signer_694053150965@no.reply	06/16/2023 18:40:56 pm UTC	06/16/2023 18:40:54 pm UTC	98.101.11.90
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SignNow Web Application	Invite Sent to: victoria.palmieri@omniapartners.com	contracts@ncpa.us	06/16/2023 18:40:57 pm UTC		98.101.11.90
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