



Request for Vendor Contract Update

Pursuant to the terms of your awarded vendor contract, all vendors must notify and receive approval from Region 4/OMNIA Partners, Public Sector 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.

MasterWord Services, Inc. (Vendor Name) hereby provides notice of the following update to

Contract number: OMNIA - R210608 for Interpretation and Translation Services and Related Solutions on this date 01/26/2024.
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 OMNIA Partners 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).
Decreasing mileage terms for in person language interpretation to 30 miles round trip.
Removing PM fee from CART services, adjusting hourly rates, updating admin fee for all deaf and hard of hearing services.

Submitted By:
Title: President/CEO

Approved Date 3/4/2024 | 9:50 PM CST
 Denied Date _____

Contact Number: OMNIA - R210608
Email Address: contracts@masterword.com

DocuSigned by:

Region 4 ESC: _____
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