



Request for Contract Update

Pursuant to the terms of contract number R190303, R190502, R191812, R210405, R211303, R171404 for Office Supplies, School Supplies, Educational Supplies, Furniture Solutions, Technology Solutions, Cleaning Supplies, & Managed Print Solutions contractor must notify and receive approval from Region 4 ESC when there is an update in the contract. No request will be officially approved without the prior authorization of Region 4 ESC. Region 4 ESC reserves the right to accept or reject any request.

Office Depot, LLC hereby provides notice of the following update on
(Contractor)

this date March 18, 2022.

Instructions: Contractor must check all that may apply and shall provide supporting documentation. Requests received without supporting documentation will be returned. This form is not intended for use if there is a material change in operations, such as assignment, bankruptcy, change of ownership, merger, etc. Material changes must be submitted on a "Notice of Material Change to Vendor Contract" form.

■ **Authorized Distributors/Dealers**

_____ Addition
_____ Deletion
_____ Supporting Documentation

■ **Products/Services**

_____ New Addition
_____ Update Only
_____ Supporting Documentation

■ **States/Territories**

_____ Supporting Documentation

■ **Price Update**

X _____ Supporting Documentation

■ **Discontinued Products/Services**

_____ Supporting Documentation

■ **Other** _____

_____ Supporting Documentation

Notes: Contractor may include other notes regarding the contract update here: (attach another page if necessary).

Updating Q2 pricing per terms of contract. There are two increases for Q2. The first is the inflationary increase which will take effect April 7th. The second is the manufacturer price increase which will go into effect April 18th.

Submitted By: Drew Tuller

Title: Public Sector Program Manager

■ **Approved by Email:** Date 3/24/2022 | 8:45 AM CDT

■ **Denied by Email:** Date _____

Email Address: drew.tuller@OfficeDepot.com

DocuSigned by:
Robert Eigelmann
Region 4 ESC: 0B1D33BB0130490...