



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.

OFS Brands Inc. _____ hereby provides notice of the following update to
(Vendor Name)

Contract number: R240113 _____ for Furniture, installation & related services _____ on this date 11/20/2025 _____
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.

Authorized Distributors/Dealers
____ Addition
____ Deletion
____ Supporting Documentation

Price Update
____ x Supporting Documentation

Products/Services
____ New Addition
____ Update Only
____ Supporting Documentation

Material Change
____ Assignment
____ Change in ownership (*sale/purchase*)
____ Bankruptcy
____ Acquisition
____ Merger
____ 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). For material changes, indicate the name of the company of the awarded supplier and the official name of assigned or added company.

Updating list pricing Feb 2, 2026 to average 5% and no surcharge

Signature of Vendor: Anna McClelland

Approved Date 12/10/2025 | 2:39 PM CST

Submitted By: Anna McClelland

Denied Date _____

Title: VP Specialty Markets

Region 4 ESC 1st Review: DS
Initials

Contact Phone Number: 704-771-9003

Signed by:
Adam Taber
Region 4 ESC: _____
A5A9F62707BB46B
Signature

Email Address: amcclelland@ofs.com

For material changes, the awarded contract holder and/or subsequent assignee agrees to and understands the following principles:

i. **Contract holder reference.** If the contract holder undergoes a merger, acquisition, or partial assignment, in which case they still maintain the contract, then all transactions made under the existing contract number (including purchase orders) must reference the name of the awarded contract holder. The exception to this requirement is if the contract holder no longer holds the contract or if the company has been acquired by another company and undergone a name change. Notice of the authorized name change, to the existing contract, must be provided and approved by Region 4.

In instances where the contract holder has acquired a separate and distinct company, and it is necessary to designate those certain purchases facilitated by the non-contract holder, then this designation may be made if, and only if, the contract holder is also referenced on the transaction.

ii. **Maintenance of records.** Both the awarded contract holder and subsequent assignee agree to remain responsible for maintaining all auditable records, including documents kept in the ordinary course of business and sales invoices, related to OMNIA Partners, Public Sector and/or contract number pursuant to the statutory requirements identified in the vendor contract.

iii. **Payments.** Both the awarded contract holder and subsequent assignee agree that all payments made by participating entities must be made directly to the contract holder, unless otherwise approved by Region 4. Accordingly, both parties acknowledge that in instances where it is necessary to designate the purchases facilitated by assignee, that the contract holder must also be referenced on the purchase order.

iv. **Handling of Proprietary and/or Confidential Information.** In accord with the terms of the contract, both awarded vendor and assignee agree that at all times it will hold in strict confidence and not disclose to any third party Confidential and/or Proprietary information of Region 4, except as approved in writing by Region 4, and will use the Confidential Information for no purpose other than providing services under the contract. Both awarded vendor and assignee shall only permit access to Confidential Information to those of its employees or authorized representatives having a need to know and who have signed confidentiality agreements or are otherwise bound by confidentiality obligations at least as restrictive as those contained herein.

This document is to be construed in strict accordance with the terms and conditions outlined in the Region 4/vendor Master Agreement referenced herein. Both awarded vendor and assignee agree to uphold the vendor obligations set forth in the vendor agreement. This Agreement will become effective when signed by all parties.



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November 14, 2025

February 2026 price adjustment

Dear Partners,

At OFS, our focus remains on being the partner you can count on: reliable, responsive, and invested in your success. That’s why we’ve made intentional choices to support your members and clients, including **foregoing tariff surcharges throughout 2025** to save you time and money without the disruption of a carousel of changes to track.

We’ve also stayed true to our goal of keeping price adjustments modest, measured, and predictable. Over the past several years, we’ve even reduced pricing across multiple series to reinforce stability and design value across our portfolios. These decisions reflect our commitment to long-term partnership over short-term reaction.

At the same time, we’re continuing to invest deeply in digital specification tools and integrations that simplify complexity—saving time, reducing errors, and helping specifiers move faster and more confidently than ever.

On Monday, February 2, 2026, we will implement a price adjustment averaging a 5% increase. Please see the chart below for series-specific adjustments.

Brand	Series	Price Adjustment
OFS	Pulse	-5%
	Adler, Emmitt, Obee	0%
	Acen, Airus, Ally, Applause, Bistro, Blush, Boost, Cinque, Coact, Coact Lite, Element, Gathr, Genus, Harpin, Heya, Impulse, Intermix, Kaleid, Kasura, Kintra, Marco, Nineteen20, Raya, Rein, Revel, Rowen, Sladr, Staks, Sofy, Wyre, Zonal	5%
	Agile, Ani, Aptos, Balance, Beck, Binny, Brio, Butterfly, Cali, Cambria, Classic, Cosima, Cubic, Denro, Eleven, Ezel, Fleet, Flexxy, HB, Hex, Hinchada, Hydra, Kosa, Layer, LeanTo, Living Wall Planter, Lona, Lucia, Maive, Meeting Room, Mention, Mingle, Modello, Mystique, Obeya, Pret, Pur, Puzzle, Ramble, Range, Realm, Riff, Riggs, Roo, Rory, Skara, Slate, Sleek, Strap, Tate, Trace, Vide, Vienna, Zero	8%
Carolina	Elara, Mile Marker G2, Offshore	2%
	Ansel, Boost+ & Mini, Blueprint, Knack, Lasata, Modern Amenity, Orchestra, Rein+, Reservoir, Retrospective, Serony, Theatre, Voyage, X&O	5%
	Ardha, Basil, Basket, Chrys, Coronado, Dess, Elani, Elide, Embrace,	8%



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Brand	Series	Price Adjustment
	Evergreen, Hide, Ice, Insideout, Interlude, Kyte, Logique, Lynx+, Maren, Noe, Prologue, Reverie, Rule of Three, Saven, Seek, Silver Ion, Sorta, Stray, Whisper, Y60-G2	
ROOM	Room Collection S, M, L	0%
	Phone Booth	2%
	Acoustic Lounge Collection	5%

A few notes to review about the price adjustment:

CET catalogs will be released as they are completed, with a full update slated for December. CET users should keep an eye on our OFS Briefcase for weekly updates on catalogs containing 2026 pricing updates. All other eTools: CAP/Worksheet, SPEC, CORE, TeamDesign, etc., will be updated in their January releases with a final push scheduled for February 3, 2026.

Order delivery note

All orders placed before Monday, February 2, 2026, must ship by May 1, 2026, to receive current list pricing. If an order’s requested delivery date falls beyond this window, Order Entry will apply the price increase.

Complete, clean order note

If your order is received within six (6) business days of the scheduled price increase (Monday, 2/2/26), and your purchase order is incomplete (i.e., missing required option or finish selections), it will be returned for correction. If the necessary updates are not made and the corrected purchase order is not resubmitted by the deadline, the order must be reissued using the 2026 list pricing. *Please note:* No changes can be made to orders placed within the week before the price increase deadline.

We truly appreciate the trust you place in OFS. Our partnership continues to guide the choices we make for growth and the best customer outcomes. Thank you for your business. We look forward to a really strong 2026 together.

Sincerely,

Matt McCormick
National Sales Manager