



## 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.

Scandinavian Spaces (Vendor Name) hereby provides notice of the following update to NCPA contract number: 07-115 on this date 12/28/23.

### 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).

adding dealer: Officewise 1301 13th Street Lubbock, TX 79401 806-766-8888

modification: Price List format/aesthetics update and split into two separate published price lists:

- Price List US 2023
- Price List US 2023 Writing Surfaces

# Scandinavian Spaces

Vendor Name

Elizabeth Wren

Submitted By

Elizabeth Wren

Digitally signed by Elizabeth Wren  
Date: 2023.12.28 15:21:52 -06'00'

12/28/23

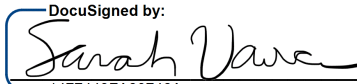
Signature

Date

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**FOR USE BY NCPA ONLY:**

Sarah Vavra, SVP Public Sector Contracting

DocuSigned by:  
  
Signature

1/2/2024 | 8:25 AM CST

Date



