



## Request for Contract Update

Pursuant to the terms of contract number R191816 for Region 4 ESC 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.

Teknion LLC (Contractor) hereby provides notice of the following update on this date 9/7/2021.

**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**

☐ 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). Teknion respectfully requests to add our Tek Room product line to our Region 4 contract. This product was released after this contract was awarded. The attached price list also includes the Tek Booth product line.

This product line is already included on this contract. The price list does not include a price increase for this product, the two products were amalgamated into the POD price list when Tek Room was launched.

Submitted By: Valerie Windrim

Title: Public Sector Contracts Manager

Email Address: valerie.windrim@teknion.com

☐ **Approved by Email:** Date 10/11/2021 | 3:13 PM CDT

☐ **Denied by Email:** Date \_\_\_\_\_

DocuSigned by:  
Robert Zingelmann  
Region 4 ESC  
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price & application guide

05.24.2021



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