



## 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.

Trinity Furniture (Vendor name) hereby provides notice of the following update to NCPA contract number: 07-126 on this date 09/28/2022.

**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 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)*. modification of NCPA discount

Changing the discount to drop it from 55% currently to the new discount of 45% off  

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Vendor Name: Trinity Furniture, Inc.

Submitted By: Evan Lagueruela

Signature: *Evan Thomas Lagueruela*

Date: 09/28/2022

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**For Use by NCPA Only:**

Vendor Manager: Christopher K Thomas

Signature: *Christopher K Thomas*

Date: 09/29/2022

Contract Manager Name: Matthew Mackel

Signature: *Matthew Mackel*

Date: 09/29/2022