



REQUEST FOR CONTRACT UPDATE # 03

Pursuant to the terms of your awarded contract, all Contractors must notify and receive approval from Region 14 Education Service Center ("Region 14 ESC") when there is an update to the contract. No request will be officially approved without the prior written authorization from Region 14 ESC. Region 14 ESC reserves the right to accept or reject any request.

Via Inc _____ (Contractor Name) hereby provides notice of the following update to Region 14 ESC contract number 07-128 for Furniture _____ (Contract Title) on this date 3/4/25.

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).

Via Inc will be implementing a 3% tariff surcharge to orders received 4.1.2025 and after. We ask that Region 14 ESC approve the tariff surcharge to be applied to orders under the contract. Once the tariff is able to be removed, we will do so with Region 14 ESC order immediately. Via Inc has announced this publicly on our website and also emailed to all our contacts.

Copies of the notices are included with this request.

Via Inc

Vendor Name

Heather Arnold

Submitted By

Heather M Arnold

3/4/25

Signature

Date

FOR USE BY Region 14 ESC ONLY:

Emily Jeffrey, Chief Financial Officer

DocuSigned by:

Emily Jeffrey, Region 14 ESC

3/4/2025 | 5:46 PM PST

Signature

Date



Important Update:

3% Surcharge Effective March 2025

At Via Seating, we take pride in being a US-based manufacturer of high-quality seating solutions.

Due to the latest round of trade tariff impacts, many of our suppliers are raising their prices. While Via Seating has remained unaffected until now, the most recent round of trade policy changes, with no announced end date, are directly impacting our costs. As a result, we must implement the following change:

3.0% Tariff Surcharge – Effective March 2025

Important Details:

- All Commercial POs received by noon PST March 31st, 2025, will not be subject to this surcharge. Note: Please expedite any outstanding quote to arrive by this date.
- All Commercial POs received on or after April 1st, 2025, will need to include the surcharge. Any POs missing the tariff surcharge will be put on a pricing hold until they are corrected or approved.
- The surcharge will be applied as a separate line item on the NET price of the invoice.

Surcharge Notification:

- Notice will be displayed in the PDF online **indoor price book »**.
- Notice will be displayed on the “**Spec It »**” configurator (online build & quote tool), but surcharge will need to be manually applied to quotes.
- A copy of this notice is published here.

Exemptions:

- Outdoor products will not be subject to this surcharge at this time.
- GSA & State Contracts will also be exempt until further notice.

We remain committed to transparency & supporting our valued partners during these changes. If you have any questions or concerns, please reach out to your local Via Seating **representative »**.



Products

Indoor Products
Soft Seating
Outdoor Collections
Copper Mesh Collection
Options + Parts

Talent

Designers
Via's Studio V
Via Design Process
Via Learning Studio
Work With Us

Professionals

Find My Rep
Resources
Spec It
Materials
Promo Shop
Contracts
Quick Ship
Warranty

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Important Update: 3% Surcharge Effective March 2025

Dear Valued Via Seating Partners,

At Via Seating, we take pride in being a US-based manufacturer of high-quality seating solutions.

Due to the latest round of trade tariff impacts, many of our suppliers are raising their prices. While Via Seating has remained unaffected until now, the most recent round of trade policy changes, with no announced end date, are directly impacting our costs. As a result, we must implement the following change:

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- All Commercial POs received on or after April 1st, 2025, will need to

include the surcharge. Any missing quotes will be put on price hold until they are correctly updated.

- The surcharge will be applied as a separate line item on the NET price of the invoice.

Surcharge Notification:

- Notice is displayed in the PDF online indoor price book.
- Notice is displayed on the “Spec It” configurator (online build & quote tool), but surcharge will need to be manually applied to quotes.
- A copy of this notice is published online at viaseating.com/news/tarriff-surcharge-march-2025/

Exemptions:

- Outdoor products will not be subject to this surcharge at this time.
- GSA & State Contracts will also be exempt until further notice.

We remain committed to transparency & supporting our valued partners during these changes. If you have any questions or concerns, please reach out to your local Via Seating representative.

Sincerely,

Chas Hepler, CEO
Via Seating
708-267-2141

