



## REQUEST FOR CONTRACT UPDATE # 3

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.

Walmart Inc. (Contractor Name) hereby provides notice of the following update to Region 14 ESC contract number 15-02 for Retail and Wholesale Merchandise (Contract Title) on this date \_\_\_\_\_.

### 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).

Walmart Business has an additional payment method with Pay By Invoice, a net-30 day payment solution offered to Walmart Business customers by TreviPay. See attached letter for more information and requested changes

Walmart Inc.

Vendor Name

Ashley Hubka, SVP and General Manager

Submitted By

*Ashley Hubka*

December 1, 2025 | 12:57 CST

Signature

Date

**FOR USE BY Region 14 ESC ONLY:**

Emily Jeffrey, Chief Financial Officer

Signed by:

*Emily Jeffrey*

12/2/2025

Signature

Date



August 1, 2025

NCPA/OMNIA Partners  
Region 14 Education Service Center  
1850 Highway 351  
Abilene, TX 79601-4750

**RE: Amendment of Walmart Business Contract 15-02**

Dear Region 14 ESC,

Walmart Business is pleased to submit a request to expand the scope of Walmart's offerings to include Pay by Invoice for the Retail and Wholesale Merchandise Solutions and Services Contract 15-02.

As stated in our 2023 RFP response, Walmart Business is dedicated to listening to education, government and nonprofit customers to help them address challenges that come with running their organization. Based on feedback from customers, Walmart Business has expanded to include an additional payment method with Pay By Invoice, a net-30 day payment solution offered to Walmart Business customers by TreviPay.

[Walmart Program Accountholder Terms and Conditions - V3.1 as of 9-24-2025](#)

This is effective 8/1/2025. If you have questions about this addition, please contact [Publicsector@walmart.com](mailto:Publicsector@walmart.com)

Sincerely,

Ashley Hubka  
Senior Vice President and General Manager  
Walmart Business

**Tab 4 Vendor Profile (page 29)**

- Add to the bulleted list under the section entitled “Define your standard terms of payment”:
  - “Pay by Invoice, a net-30 day payment solution offered to Walmart Business customers by TreviPay. TreviPay is a company that provides global B2B payments and invoicing that automates complex processes for businesses.”

**Tab 5 Products and Services (page 41)**

- Delete bullet point “Pay by Invoice/PO” under the section entitled “Expanded payment method options”.