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Public Works and Government Services Canada End User Information Sheet

Contract No. E60PQ-120001/056/PQ | Term: March 29, 2018 - March 29, 2028

TVR#	929571
Approved Product(s)	Focus Side Chair Model # 5651.B1.MC1.FG1.A130.G5.AC Four Legs, With Fixed Arms, No Casters, Non-Stacking, Back Breathable Material / Seat Fabric Green Chair Recognition Volume discount based off of list price.
Approved Product(s) End User Price (In Canadian Dollars)	Focus Side Chair: $238.00 (CAD)
Delivery	**SitOnIt Seating:** Ships within 2 business days using express fabrics ARO. Upon approval from the Customer, Dealer may charge local delivery charges and installation fees. No additional costs for freight from Exemplis LLC's factory to Dealer's location.
Invoicing Requirements	End User will pay upon completion and delivery of the goods if: -An accurate and complete invoice in accordance with Supplier Arrangement -Invoice has been verified by end user -The goods has been accepted by the end user
Credit Card	Credit cards will be accepted
Cancellation	Orders which have entered any stage of production cannot be cancelled. Requests for cancellation are not accepted until acknowledged by Exemplis. In the event cancellation is accepted by Exemplis, cancellation charges may be for the entire amount of the order.
Return & Restocking	Authorization for return must be requested from and approved by Exemplis prior to the return of the merchandise. Returns are subject to a restocking charge equivalent to 40% of the net order plus freight. Unauthorized returns will not be accepted by Exemplis.
Purchase Order Instructions	An end user may issue POs directly to an authorized dealer. Dealer POs must have the TVR number to access the contracted price. The name of the registered End User must appear in full (no abbreviations) on the Dealer PO.
Warranty	**SitOnIt Seating:** Lifetime on Focus Side
Contract Administration Contact	Derek Cairo, Senior Account Administrator 6415 Katella Avenue, Cypress, CA 90630 Ph: (888) 274-8664 I Fax: (714) 995-6416 I Email: dcairo@exemplis.com
Sales Representative Contract	**Regions:** Pacific - MT Square Interiors; Nicole Sturhahn - phone # 604-366-7998; e-mail nicole@mtsquareinteriors.com Alberta - IFC, LTD; Ian Haddow - phone # 403-244-1657; e-mail ifccanada@shaw.ca Manitoba & Saskatchewan - CMDS Agencies; Conrad Schellenberg - phone # 204-684-4482; e-mail conrads@cmds.ca Ontario - Blue Sky Agency-Toronto; Doug Mills phone # 416-823-2826; e-mail dougmills@blueskyagency.ca National Capital Region - Chambers Workplace Solutions - Ottawa; Mark Chambers phone # 613-228-3279; e-mail chambersmark@sympatico.ca Quebec - Agence Aura - Quebec; Stephane Tremblay phone # 514-396-4616; e-mail stephane.tremblay@agenceaura.com Atlantic - H2 Atlantic Agencies - Nova Scotia; Chris Holland phone # 902-499-4211; e-mail cholland@h2atlantic.com
Contract Notes	Public Works and Government Services Canada, has issued a Supply Arrangement to Exemplis LLC for the supply, delivery and installation of office seating furniture to all Federal Government users across Canada. A list of chair appearing in the Supply Arrangement, including the model number, is found in the Client Search Tool (CST) available to the end user. The Dealer may charge delivery and installation fees upon prior approval from the end user.

Updated 06/13/2018