SAN LEANDRO UNIFIED SCHOOL DISTRICT
FACILITIES AND CONSTRUCTION – BOND DEPARTMENT

To: Facilities and Technology Committee Meeting
Date: *October 30, 2019*
From: Bond Department
Date: *October 21, 2019*
Project Description: *Madison ES- Furniture Quote from Meteor*

Rationale: Cost Proposal to order and install the furniture for Madison Modernization.

Fiscal Impact: $85,963.78

Scope of work: *See attached Proposal*
Contractor Name: Meteor
Phone #: 925-963-0737
Email: dcappadona@meteoreducation.com
License #:
Contractor Trade (for DIR Reg.): Furniture installer.

Do we have W-9 on file: No

Proposed Start Date: 11/11/19.
Date job will be completed: 7/30/2020.

Notice to Proceed: **RGM will send** **_____ (***Large Contracts)*

District will send **____ (***CUPCCAA & PO Contracts)*
(If District will be sending, fill in what date to be sent out)

Date to Send NTP **__11/7/19_____**

MeTEOR
CONNECTING THE DOTS

MeTEOR Education, LLC
690 NE 23rd Avenue
Gainesville, FL 32609
www.meteoreducation.com

Prepared For:
San Leandro USD
14735 Juniper St.
San Leandro, CA 94579

Site:
James Madison Elementary
14751 Juniper St.
San Leandro, CA 94579

Quote ID	Terms	Quote Contact	Site Contact
60694-02 09/24/2019	Net 30 Days Prices Good Through 10/24/2019	Debby Cappadona / cell: 925-963-0737 / dcappadona@meteoreducation.com	Roxanne Ansolabehere / 000/000-0000 / ransolabehere@slusd.us

9 TO 5 SEATING — OMNIA (Region 4/TCPN) - Zone 4 Installed #R142203

Discount: 45.5% | Install: 9.82% | Freight: NET

No.	Qty.	Model No. / Description	List Price	Your Price	Ext. Price
1	2	**1460-Y1-A6-M21-GRG-BA10P-C6** RATCHET BACK CHAIR, SIMPLE SYNCHRO TILT CONTROL * Vault Series * 25"D x 24-1/2"-26"Adj. W. x 39-1/2"-46-1/2"Adj. Ht. * 17-1/2"-22" adj. seat height * Mesh back w/ upholstered seat * Black mesh * Grade G Silica Alloy * 26" High profile Aluminum Base- Polished * 60mm Hoodless Casters	*$1,005.12*	**$547.79**	$1,095.58

9 TO 5 SEATING Subtotal: $1,095.58

BCI EUROBIB — OMNIA (Region 4/TCPN) - Zone 4 Installed #R142203

Discount: Net% | Install: 19.82% | Freight: 0%

No.	Qty.	Model No. / Description	List Price	Your Price	Ext. Price
1	1	**2-235-265** Bean Bag * Bean Bag * Color Orange 265	*$415.60*	**$241.05**	$241.05
2	1	**2-235-266** Bean Bag * Bean Bag * Color Green 266	*$415.60*	**$241.05**	$241.05
3	2	**4020** Floor Cushion * 13"D x 1 1/2"H * Fabric, Green	*$129.36*	**$75.03**	$150.06
4	2	**4021** Floor Cushion * 13"D x 1 1/2"H * Fabric, Yellow	*$129.36*	**$75.03**	$150.06
5	2	**4022** Floor Cushion * 13"D x 1 1/2"H * Fabric, Orange	*$129.36*	**$75.03**	$150.06
6	2	**4030** Floor Cushion * 14"D x 4"H * Fabric, Red	*$129.36*	**$75.03**	$150.06
7	2	**4031** Floor Cushion * 14"D x 4"H * Fabric, Blue	*$129.36*	**$75.03**	$150.06
8	1	**97551** Cushion Trolley * Cushion Trolley * 14.6"D x 46.5"H * Laquered metal	*$839.69*	**$485.28**	$485.28

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No.	Qty.	Model No. / Description	*List Price*	Your Price	Ext. Price

CARPETS FOR KIDS, ETC., INC. — OMNIA (Region 4/TCPN) - Zone 4 Installed #R142203

Discount: Net% | Install: 9.82% | Freight: 20%

No.	Qty.	Model No. / Description	*List Price*	Your Price	Ext. Price
1	1	**2508** ALPHABET CIRCLE TIME OVAL RUG * 8' 3"D x 11' 8"W	*$449.95*	**$426.46**	$426.46

CARPETS FOR KIDS, ETC., INC. Subtotal: $426.46

GREAT OPENINGS — OMNIA (Region 4/TCPN) - Zone 4 Installed #R142203

Discount: 60.5% | Install: 17.82% | Freight: NET

No.	Qty.	Model No. / Description	*List Price*	Your Price	Ext. Price
1	2	**EL-A-2009-0166** MOBILE PEDESTAL * Trace Series * 18-7/8"D x 15-1/4"W x 26-7/8"H * Welded steel frame construction * File/file drawer configuration * Includes counterweight * Casters * LL Satin Nickel, lock * Full Pull Square Front * Platinum Metallic	*$585.00*	**$231.08**	$462.16
2	1	**EL-A-2011-AL** MOBILE PEDESTAL * Trace Series * Mobile, B/B/F * 18-7/8"D x 15-1/4"W x 26-7/8"H * Key Alike * LL Nickel Satin, lock * Full Pull Square Front * AL-Platinum Metallic * (2)6"Dvdr(1)12"Dvdr(1)Pcl Tray * No Security Upgrade * Specify Key Plan on PO	*$646.00*	**$255.17**	$255.17

GREAT OPENINGS Subtotal: $717.33

JONTI-CRAFT, INC. — OMNIA (Region 4/TCPN) - Zone 4 Installed #R142203

Discount: 15% | Install: 17.82% | Freight: 20%

No.	Qty.	Model No. / Description	*List Price*	Your Price	Ext. Price
1	1	**2856JC** SENSORY TABLE WITH SHELF * 23"D x 42"W x 24"H * Baltic Birch frame * 6" deep plastic tub * KYDZsafe * KYDZtuff * KYDZstrong * Activity cover included	*$476.70*	**$405.20**	$405.20

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No.	Qty.	Model No. / Description	*List Price*	**Your Price**	Ext. Price
		* 13-1/2"D x 11"W x 1/2"H * Non-toxic and impact resistant * Indoor use only			
4	6	**8072JC** YELLOW TUB	*$7.50*	**$6.38**	$38.28
		* 13-1/2"D x 11"W x 5-3/10"H * Non-toxic and impact resistant * Papers and spiral notebooks lay flat * Indoor use only			

JONTI-CRAFT, INC. Subtotal: **$872.68**

MEDIA TECHNOLOGIES — OMNIA (Region 4/TCPN) - Zone 4 Installed #R142203

Discount: 38% | Install: 17.82% | Freight: 23%

No.	Qty.	Model No. / Description	*List Price*	**Your Price**	Ext. Price
1	1	**HR** HERITAGE ROCKING CHAIR	*$579.00*	**$358.98**	$358.98
		* Heritage Series * 29.25" D x 24.25"W x 41.5"H * 15-3/4" seat height * Wood seat and back * Maple * Natural Maple			

MEDIA TECHNOLOGIES Subtotal: **$358.98**

METEOR ED SUPPORT — OMNIA (Region 4/TCPN) - MeTEOR Enhanced Installation #R142203

Discount: Net% | Install: NET | Freight: 0%

No.	Qty.	Model No. / Description	*List Price*	**Your Price**	Ext. Price
1	1	**MGSPOSTOCCUPANCY** MGS Post-Occupancy Orientation & Configuration	*$2,500.00*	**$0.00**	$0.00
		* We review the safety, warranty and best-use recommendations along with ensuring the final environment configuration aligns with your design intent. We observe your students and staff within the environment, deliver any related support materials and ensure that your environment is configured to meet your vision and manufacturer recommendations.			

METEOR ED SUPPORT Subtotal: **$0.00**

MIEN COMPANY INC — OMNIA (Region 4/TCPN) - Zone 4 Installed #R142203

Discount: 40% | Install: 10.82% | Freight: 17%

No.	Qty.	Model No. / Description	*List Price*	**Your Price**	Ext. Price
1	2	ECR TBD 18 C03 CAS	*$1,778.00*	**$1,066.80**	$2,133.60

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No.	Qty.	Model No. / Description	List Price	Your Price	Ext. Price
		* FLEX Series * 24"D x 54"W x 18"H * Upholstered finish * Wooden feet * Grade 3 Beeline Oriole * Casters			
3	2	**FSI-TBD-G3** 2 STEP INSIDE CORNER * FLEX Series * 40"D x 40"W x 35"H * Upholstered finish * Wooden feet * Grade 3 Beeline * Top Parade * Sides Fossil	*$3,788.00*	**$2,272.80**	$4,545.60
4	2	**FSO-TBD-G03** 2 STEP OUTISDE CORNER * FLEX Series * 40"D x 40"W x 35"H * Upholstered finish * Wooden feet * Grade 3 beeline * Top:Oriole * Sides: Fossil	*$3,840.00*	**$2,304.00**	$4,608.00
5	4	**KMC-7225-N-?** CURVED BOOKCASE, MOBILE * KIO Series * 25"D x 72"W x 42"H * Maple laminate finish * 6 shelves * Glides * Group B * Wilsonart Fusion Maple 7909-60	*$4,162.00*	**$2,497.20**	$9,988.80
6	2	**KMS-5624-N-?** STRAIGHT BOOKCASE, DOUBLE SIDED, MOBILE * KIO Series * 24"D x 56"W x 42"H * Maple laminate finish * 12 shelves * Laminate group B * Wilsonart Fusion Maple * Casters	*$3,879.00*	**$2,327.40**	$4,654.80

MIEN COMPANY INC Subtotal: $28,064.40

NATIONAL OFFICE FURNITURE — **OMNIA (Region 4/TCPN) - Zone 4 Installed #R142203**

Discount: Net% | **Install: 10.82%** | **Freight: 0%**

No.	Qty.	Model No. / Description	List Price	Your Price	Ext. Price
1	1	**91NA2424CYL-X-???** MYRIAD CYLINDER END TABLE * Myriad Series * 24" Dia. x 20-1/2"H * Laminate finish * No Surface grommet * Wilsonart Fusion Maple 7909-60 * Ref # NCG114430010	*$717.20*	**$412.39**	$412.39
2	4	**N66RD16C-MOMF-09143330** MOBILE ROUND OTTOMAN * Whimsy Series * 16"Dia. x 16-1/4"H * Silica Firelight Fabric finish * Casters * Three vertical seams	*$691.00*	**$397.33**	$1,589.32
3	1	**N66RD22C-7-70903** MOBILE ROUND OTTOMAN * Whimsy Series * 22-3/4"Dia. x 18-1/8"H * Fabric finish * Three vertical seams * Grade 7 * Color pattern: Silica Marigold 70903 * Casters	*$811.00*	**$466.33**	$466.33
4	1	**N66RD22C-7-70920** MOBILE ROUND OTTOMAN * Whimsy Series * 22-3/4"Dia. x 18-1/8"H * Fabric finish * Three vertical seams * Grade 7 fabric * Fabric color:Silica Tropic 70920 * Casters	*$811.00*	**$466.33**	$466.33

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No.	Qty.	Model No. / Description	List Price	Your Price	Ext. Price
6	1	**N66RD22C-MOMF-09126544** MOBILE ROUND OTTOMAN * Whimsy Series * 22-3/4"Dia. x 18-1/8"H * Fabric finish * Three vertical seams * Grade fabric Momentum F * Silica GO 09126544 * Casters	*$817.00*	**$469.78**	$469.78
7	1	**N66RD22C-MOMF-09143374** MOBILE ROUND OTTOMAN * Whimsy Series * 22-3/4"Dia. x 18-1/8"H * Fabric finish * Three vertical seams * Grade fabric Momentum F * Fabric color: Silica Lemon 09143374 * Casters	*$817.00*	**$469.78**	$469.78
8	2	**N87C120-MOMF-09126500-X-501-STD** 120 DEGREE SPINE * Kozmic Series * 33-1/2"D x 38-3/4"W x 27-3/4"H * Upholstered finish * Leg color finish * Grade MOMF * Fabric color: Silica Bright night 09126500 * No grommet * Platinum metallic paint * STD Glides	*$2,220.00*	**$1,276.50**	$2,553.00
9	3	**N87CR12018C-7-70903-501-C59** IMPROMPTU - 120 DEGREE SEAT, MOBILE 18" * Kozmic Series * 19-1/4"D x 25-1/2"W x 18"H * Upholstered finish * Leg color finish * Grade 7 fabric * Fabric color: Silica Marigold 70903 * Platinum metallic paint 501 * Roll control caster C59	*$1,153.00*	**$662.98**	$1,988.94
10	3	**N87CR12018C-MOMF-09143374-501-C59** IMPROMPTU - 120 DEGREE SEAT, MOBILE 18" * Kozmic Series * 19-1/4"D x 25-1/2"W x 18"H * Upholstered finish * Leg color finish * Grade fabric Momentum F * Fabric color: Silica Lemon 09143374 * Platinum metallic paint 501 * Roll control caster C59	*$1,160.00*	**$667.00**	$2,001.00
11	2	**N87TRD120L-V461-X-ZWST1-WST_7909_60** 120 DEGREE WORKSURFACE, PVC SOFTENED RIM * Kozmic Series * 45-/2"D x 51-3/4"W * Laminate finish * Edge finish * Softened PVC rim, Graphite, V461 * No grommet * Special Wilsonart Laminate, ZWST1 * WST Fusion Maple, WST_7909_60	*$1,002.10*	**$576.21**	$1,152.42
12	2	**N92GB2** GANGING BRACKET KIT * Fringe Series * Two-piece bracket to join two units together * Once installed, units slide together for a secure connection	*$68.00*	**$39.10**	$78.20
13	1	**N92M1RX** MIDBACK ONE SEAT LOUNGE, SINGLE ARM * N92M1RX-7-70920-3-30701-7-70920-7-70920-X-X-501-STD * Fringe Series * 27"D x 31"W x 40-1/4"H * 18-1/2" Seat Ht. * Right arm * Fabric finish * Leg finish * Back fabric grade, 7 * Back fabric color: Silica Tropic, 70920 * Lumbar fabric grade 3 * Lumbar fabric color: Jacks Beanstalk, 30701 * Seat fabric grade 7 * Seat fabric color: Silica Tropic, 70920 * Arm fabric grade 7 * Arm fabric color: Silica Tropic, 70920 * No grommet, X * No front seat grommet, X * Leg finish: Platinum metallic, 501 * Standard glides, STD	*$2,746.00*	**$1,578.95**	$1,578.95
14	1	**N92M2LX** MID BACK TWO SEAT LOUNGE, SINGLE ARM * N92M2LX-7-70920-3-30701-7-70920-7-70920-X-X-501-STD * Fringe Series * 27"D x 57-1/2"W x 40-1/4"H * 18-1/2" Seat Ht. * Left arm * Fabric finish * Leg finish * Back fabric grade, 7 * Back fabric color: Silica Tropic, 70920 * Lumbar fabric grade 3 * Lumbar fabric color: Jacks Beanstalk, 30701 * Seat fabric grade 7 * Seat fabric color: Silica Tropic, 70920 * Arm fabric grade 7 * Arm fabric	*$3,887.00*	**$2,235.03**	$2,235.03

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No.	Qty.	Model No. / Description	*List Price*	**Your Price**	Ext. Price
		* N92MSQ9DX-7-70920-3-30701-7-70920-X-501-STD * Fringe Series * Mid back * Square 90 degree * Diagonal * Back upholstery grade 7 * Back upholstery pattern Silica Tropic 70920 * Lumbar upholstery grade 3 * Lumbar upholstery pattern Jacks Beanstalk 30701 * Seat upholstery grade 7 * Seat upholstery pattern Silica Tropic 70920 * No front seat grommet * Metal leg Platinum Metallic * STD Glides			
16	1	**Tariff-Surcharge** Manufacturer Tariff Surcharge: 2%	*$623.77*	**$623.77**	$623.77

NATIONAL OFFICE FURNITURE Subtotal: $18,205.85

PARAGON FURNITURE, INC. — OMNIA (Region 4/TCPN) - Zone 4 Installed #R142203

Discount: 35% **Install: 17.82%** **Freight: 20%**

No.	Qty.	Model No. / Description	*List Price*	**Your Price**	Ext. Price
1	1	**AND-CFAF2460R** CROSSFIT FLIP TOP ADJUSTABLE HEIGHT DESK * A&D Crossfit Series * 24"D x 60"W x 24-1/2"-34-1/2"Adj. Ht. * 3/4" high pressure laminate top * 3mm PVC edge * Two flattened oval t-legs with powdercoat finish * Plastic accents * Dualie casters * A&D Crossfit Series * 24"D x 48"W x 24-1/2"-34-1/2"Adj. Ht. * 3/4" high pressure laminate top * 3mm PVC edge * Two flattened oval t-legs with powdercoat finish * Dualie casters * Fusion Maple Laminate * Black edge color * Titanium frame finish	*$1,015.00*	**$659.75**	$659.75
2	1	**DBC** INFINITY CIRCULATION DEPRESSIBLE BOOK CART * Infinity Circulation Series * 21-1/2"D x 28-3/4"W x 23-5/8"H * Thermally fused melamine surfaces * Matching 3mm PVC edge * 3" casters * Fusion Maple Laminate	*$1,390.00*	**$903.50**	$903.50
3	1	**IC-CIRC-BR-403629** CIRCULATION BOOK RETURN * Circulation Desk Series * 36"D x 40"W x 29"H * High pressure laminate top * Black edge banding * Fixed height legs and perforated steel modesty panels * Titanium finish * Fusion Maple laminate	*$1,070.00*	**$695.50**	$695.50
4	2	**IC-CIRC-CR-723629** CIRCULATION CORNER RADIUS * Circulation Desk Series * 36"D x 72"W x 29"H * High pressure laminate top * Black edge banding * Fixed height legs and perforated steel modesty panels * Titanium finish * Fusion Maple Laminate	*$1,500.00*	**$975.00**	$1,950.00
5	1	**IC-CIRC-DS-603629** CIRCULATION DESK SHELL * Circulation Desk Series * 36"D x 60"W x 29"H * High pressure laminate top * Black edge banding * Fixed height legs and perforated steel modesty panels * Titanium finish * Fusion Maple Laminate	*$1,285.00*	**$835.25**	$835.25

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1	1	**15001AC-DB** CUBE DURAFLEX * Cube Duraflex Series * 18"D x 18"W x 13.25" Seat Ht. * Duraflex finish * Dark Blue	*$605.00*	**$393.25**	$393.25
2	1	**15001AC-DP** CUBE DURAFLEX * Cube Duraflex Series * 18"D x 18"W x 13.25" Seat Ht. * Duraflex finish * Casters * Dark Purple	*$605.00*	**$393.25**	$393.25
3	1	**15001AC-MB** CUBE DURAFLEX * Cube Duraflex Series * 18"D x 18"W x 13.25" Seat Ht. * Duraflex finish * Med Blue	*$540.00*	**$351.00**	$351.00
4	1	**15001AC-OR** CUBE DURAFLEX * Cube Duraflex Series * 18"D x 18"W x 13.25" Seat Ht. * Duraflex finish * Casters * Orange	*$605.00*	**$393.25**	$393.25
5	1	**15001AC-PG** CUBE DURAFLEX * Cube Duraflex Series * 18"D x 18"W x 13.25" Seat Ht. * Duraflex finish * Casters * Pure Green	*$605.00*	**$393.25**	$393.25
6	1	**15001AC-RD** CUBE DURAFLEX * Cube Duraflex Series * 18"D x 18"W x 13.25" Seat Ht. * Duraflex finish * Red	*$605.00*	**$393.25**	$393.25
7	1	**15001AC-VI** CUBE DURAFLEX * Cube Duraflex Series * 18"D x 18"W x 13.25" Seat Ht. * Duraflex finish * Casters * Violet	*$605.00*	**$393.25**	$393.25
8	1	**15003AC -PG** CIRC DURAFLEX * Circ Duraflex Series * 24"Dia. x 13-1/4" Seat Ht. * Duraflex finish * Casters w/ brakes * Pure Green	*$655.00*	**$425.75**	$425.75
9	1	**15003AC-DB** CIRC DURAFLEX * Circ Duraflex Series * 24"Dia. x 13-1/4" Seat Ht. * Duraflex finish * Casters w/ brakes * Dark Blue	*$655.00*	**$425.75**	$425.75
10	1	**15003AC-DP** CIRC DURAFLEX * Circ Duraflex Series * 24"Dia. x 13-1/4" Seat Ht. * Duraflex finish * Casters w/ brakes * Dark Purple	*$655.00*	**$425.75**	$425.75
11	1	**15003AC-MB** CIRC DURAFLEX * Circ Duraflex Series * 24"Dia. x 13-1/4" Seat Ht. * Duraflex finish * Casters w/ brakes * Med blue	*$655.00*	**$425.75**	$425.75
12	1	**15003AC-RD** CIRC DURAFLEX	*$655.00*	**$425.75**	$425.75

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				TENJAM, INC Subtotal:	**$5,265.00**

Additional Charges:	
Per TCPN Additional 3% Fee for Northern CA Installs::	1,834.32
Quote Totals:	
Product:	$61,767.96
Install:	$7,254.41
Freight:	$7,525.18
[PIF] Sales Tax at 9.750%:	$7,581.91
Total:	**$85,963.78**

All pricing and lead times are based on the information (color options, finishes, etc.) supplied to MeTEOR at the time a purchase order is received. Changes could result in a possible delay of order and/or additional costs.

By submitting a purchase order to MeTEOR, Customer accepts our offer and agrees to be bound by the attached terms and conditions. Prices are good for 30 days from date of quote. Prices good through 10/24/2019.

I have verified that all products, quantities, specifications and colors on this quote are correct.

Signature _____ Date _____

METEOR
CONNECTING THE DOTS

CUSTOMER QUICK QUOTE (QUOTE #60694-02)

MeTEOR Education, LLC
690 NE 23rd Avenue
Gainesville, FL 32609
www.meteoreducation.com

Prepared For:
San Leandro USD
14735 Juniper St.
San Leandro, CA 94579

Site:
James Madison Elementary
14751 Juniper St.
San Leandro, CA 94579

Quote ID	Terms	Quote Contact	Site Contact
60694-02 09/24/2019	Net 30 Days Prices Good Through 10/24/2019	Debby Cappadona / cell: 925-963-0737 / dcappadona@meteoreducation.com	Roxanne Ansolabehere / 000/000-0000 / ransolabehere@slusd.us

TERMS AND CONDITIONS OF SALE

Within these Terms and Conditions of Sale the "Company" shall be deemed to mean MeTEOR Education, LLC. Should any product be purchased under a bid or contract with terms and conditions different from those contained herein, the terms of said bid or contract shall supersede or augment the following. If customer purchase order includes terms different than the terms listed below, terms will be reviewed for acceptance by the Company.

GENERAL SALES POLICY: No order in process of production, or product other than standard, is subject to cancellation, delivery deferment, or specification change without the written acceptance of the Company.

The Company must be in receipt of an authorized written purchase order prior to an order being processed. MeTEOR Education reserves the right to refuse purchase orders if the terms and conditions of such orders are contrary to these Terms and Conditions of Sale. Purchase Orders should be emailed to orders@meteoreducation.com or mailed to MeTEOR Education, LLC at 690 NE 23rd Avenue, Gainesville, FL, 32609. All orders are subject to the approval of the Company's credit control department and the terms and conditions relating to the granting of such credit facilities.

First-time orders from non-publicly funded entities must be paid in full at the time of order unless prior arrangements have been agreed with the Company's credit control department. Preferred payment options are check for EFT. Credit terms may be granted by the Company and will apply to subsequent orders. All credit terms granted by the Company are subject to the Company's terms and conditions for the granting of such facilities and may be reviewed and changed from time to time solely at the Company's discretion.

Any order over $5,000 for a prepay vendor, will require prepayment from customer. A list of prepay vendors is available upon request.

RETURNED GOODS: Returned goods will only be accepted under a Return Authorization number (RA) issued by the Company. Accepted Returns may be subject to re-stocking and handling fees and any additional freight costs. Special order or custom made products may not be returned.

CANCELLED ORDERS: Cancelled orders may be subject to fees associated with completed work including, but not limited to, design, order processing, and manufacturing.

ORDER CHANGES: Any change to your order must be in a written change order.

TAXES: Excise, sales, occupation, use, or other tax imposed upon the distributor will be additional to the sales price unless otherwise noted on the purchase order. For tax exempt entities, tax exempt form must be on file with the Company before purchase order is processed or the Company must, by law, charge appropriate sales tax.. If applicable, please submit your sales tax exemption ID on the purchase order to ensure proper billing.

TERMS: MeTEOR Education will invoice customer upon delivery. Terms are net 30 days unless otherwise agreed prior to the acceptance of the order. Customer agrees to pay 18% annual interest, or $50 per month, whichever is greater, on the balance of any late payment.

DROP-SHIP OR INSIDE DELIVERY ONLY:

- Freight damage must be reported to the Company within 48 hours of delivery. It is important to note any crushed or damaged packaging, discolored packaging (indicating water damage), or anything that looks as if it has been reopened or repackaged. All packages should be opened and products inspected within 48 hours of receipt. Upon discovery of any damage or shortage, the Company's Service Department must be notified at 1-800-699-7516.
- The Carrier will produce a Bill of Lading for signature acknowledging receipt. Please ensure the number of cartons/items received match the bill of lading as well as the work order. Any shortages should be annotated on THE BILL OF LADING NEXT TO YOUR SIGNATURE and immediately reported to the Company's Traffic Office on 1-800-699-7516. The acknowledged Bill of Lading is deemed to be proof of delivery and the Company will issue its invoice(s) for payment. Any unauthorized assessorial charges will not be paid for.

INSTALLED PRODUCT: Product to be installed will be delivered and installed at the address notified in the purchase order unless previous arrangements have been agreed. Upon the delivery of product to the specified location MeTEOR Education will invoice the customer in the amount of product delivered with the appropriate proof of delivery (bill of lading, manufacturer packing list, or work order). All placement and assembly will be verified by signature confirmation that items have been assembled, set in place, and are in good condition. All installation and delivery charges (above product invoices) will be billed upon receipt of final verification by customer signature on completed work orders. MeTEOR Education will also provide a complete Master Invoice summarizing all invoices at that time at the customer's request. Any damage must be noted on the separate service request form provided by the installer, a copy of which will be made available for customer records.

WARRANTY: All products carry their manufacturer's standard warranty. Please contact your local representative for details.