



SALES ORDER

601 Dexter Ave N Seattle, WA 98109
P: (206) 282-1200 F: (206) 282-2010
www.copiersnw.com

Sales Order No:
Date: 8/2/2016
Account No:

Bill to: Kittitas County
205 W 5th Ave
Ellensburg, WA 98926
Phone: (509) 962-7525

Ship To: Kittitas County
205 W 5th Ave
Ellensburg, WA 98926
Phone: (509) 962-7525

Account Manager	P.O. Number	Sale Type	Payment Terms	Requested Delivery Week	
Rich Kayla					
Delivery Contact	Delivery Contact Email	IT Contact	IT Contact Email		
Karra Bailey	karra.bailey@co.kittitas.wa.us				
Delivery Instructions: CNW WILL CONTACT CUSTOMER WITH SPECIFIC DELIVERY DATE.					
Corrections Department					
Qty	Item Number	Model	Description	Unit Price	Total Amount
1	MX-M465N	MXM465N	MX-M465N Networked Digital MFP Advancec Series		\$202.20
1	MX-DE13	MXM465N	2 x 500 Sheet Paper Drawer		Per Month, 58 Months
1	MX-FN17	MXM465N	Inner Finisher		
1	MX-PN11B	MXM465N	3 Hole Punch Unit (for MX-FN17 Inner Finisher)		
58-Month Co-Terminous Addendum to Current Agreement 0 Pages Additional Volume, Overages at \$0.0099 per Month.					
<p>TERMS: COPIERS NORTHWEST, INC., (Seller) retains title to all equipment and supplies listed above until purchase price is paid in full. This is a binding and non-cancelable contract. In the event Customer defaults on payment the Customer remains liable for this debt and the payment of any legal fees or other cost incurred in any action to collect this debt. Customer gives Seller security interest in the property purchased in this agreement. Refer to warranty on reverse side. Changes to the original terms on the back side of this Sales Order are not valid unless initialed by an officer of Copiers Northwest. Cash purchases with software items require a minimum 50% payment upfront of the software portion to secure the software order from Vendor.</p>				<p>Subtotal \$202.20</p> <p>Delivery</p> <p>Sales Tax \$16.18</p> <p>TOTAL \$218.38</p> <p>LESS DEPOSIT</p> <p>TOTAL DUE \$218.38</p>	
<p>Customer has completed: <input checked="" type="checkbox"/> Equipment Removal Form <input type="checkbox"/> No Pickup Associated with Sale</p>					

ACCEPTED BY COPIERS NORTHWEST

✓ *[Signature]* 09/19/16
Copiers Northwest Officer Date
JOHN HINES CEO
Printed Name Title

ACCEPTED BY CUSTOMER

✓ *[Signature]* 8/16/16
Authorized Signature Required Date
obie O'Brien Boe Chair
Printed Name Title

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KITTITAS COUNTY SHERIFF
ACCOUNTING

Copiers Northwest Sales Order Terms and Conditions

Copiers Northwest, Inc warrants that new equipment sold pursuant to this equipment order will be free of defects in workmanship and materials for a period of ninety (90) days from the date of delivery. This warranty does not cover defects or damage resulting from in-transit handling, negligence or improper operation or maintenance of equipment.

Should any failure to conform with this warranty appear within ninety (90) days, Copiers Northwest, Inc. shall, upon notification, correct such nonconformity. Said correction, at Copiers Northwest, Inc.'s option, shall be made either by repairing any defective part or parts, or by making available a repaired or replaced part.

THIS WARRANTY IS IN LIEU OF ALL WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR OTHER WARRANTIES, EXPRESS OR IMPLIED, EXCEPT FOR THE WARRANTY OF THE TITLE AND THE WARRANTY AGAINST PATENT INFRINGEMENT. THIS WARRANTY DOES NOT COVER CONSEQUENTIAL DAMAGES.

Customer warrants that they have examined the above described goods or a sample or model thereof. Customer does not rely on any warranty with regard to defects which said examination, under the circumstances thereof, ought to have been revealed to them.

No warranties have been made by Seller in reference to the above described goods unless expressly included in this written sales agreement between Customer and Seller.

Copiers Northwest, Inc. shall have no obligation to install equipment accessories or to repair or replace equipment in the event that repair or replacement are required due to abuse, accident, theft, or damage to the machine caused by repairs performed by someone other than an authorized Copiers Northwest, Inc representative.

All software installed at Customer's location is governed by software manufacturer's licensing agreement. Maintenance of the licensing agreement is the Customer's responsibility. Delivery of the software license(s) and/or key(s) to a customer via email, download, or other electronic submission constitutes delivery and all payment terms apply. Installation services sold on the Sales Order and/or provided in the Statement of Work in conjunction with software sales are considered separate from the software and are not required to be performed in full by the software Vendor or Copiers Northwest and/or its affiliates to constitute delivery.

Smartboards and other panel televisions and display units are sold "drop at door" and do not include on-site installation.

Changes in the operating environment, (including, but not limited to changes to operating system, network software, software application changes, hardware and software upgrades, etc.) may result in the need for configuration adjustments or other network services to restore functional capabilities. Such services shall be billed at the then current Copiers Northwest, Inc. digital service rate or deducted from the customers pre-paid block time program purchased separately when applicable.

Customer acknowledges that it is Customer's responsibility to maintain a current backup of their program and data files to restore any lost data. Customer agrees that under no circumstances shall Copiers Northwest, Inc. be held responsible for any loss of data or any consequential damages.

Copiers Northwest, Inc. will provide Helpdesk support for a period of 30 days after installation of product at no charge. After the 30 day period, Helpdesk support will be billed the current rate of \$49.00 for each 15 minute increment. The following list of Helpdesk support is offered for the term of the maintenance agreement or service inclusive lease, at no charge:

- Scanning, printing, copying, and paper tray configuration as provided by the manufacturer. This does not include third party applications.
- Sending the customer online links to self install manufacturer driver and software updates.
- The reconfiguration of the purchased/leased device network settings after a machine hard failure.

All requests for installation services or training not covered under this agreement shall be billable at the then current Copiers Northwest, Inc. digital service rates.

Copiers Northwest, Inc. is under no circumstances responsible for any data, documents, images, or any other information stored on or in the device, the device hard drive(s), or any memory module(s).

Standard connectivity installation will include up to a maximum of up to 2 hours of support. The standard installation includes the supplied print drivers and/or any scan software included. Subsequent visits for any reason after the initial connection will be billed at the then current digital service rate (currently \$175.00/hr) unless customer has purchased Professional Services blocks of time. Customer will provide an active network port, adequate space for the MFP device(s), and a key individual for installation support, workstation setup and print driver overview training. This print driver overview training is provided at no charge at the time of the initial installation with this package. Customer also agrees to provide print server access for server based printer applications as well as all required network protocol information pertaining to the purchased options.



Customer Initials

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601 Dexter Ave N Seattle, WA 98109
P: (206) 282-1200 F: (206) 282-2010
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Equipment Removal Form

Customer: Kittitas County Corrections Department
Address: 507 N Pine St, #D
Ellensburg, WA 98926
Phone: (509) 962-7700

Account Rep: Rich Kayla

This document must be completed prior to authorizing and scheduling any equipment pickups. Please list the equipment and complete the "Trade In Section" -OR- the "Lease Return Section". Additional equipment can be listed on page two of this form.

	Make	Model	Serial	Lease Return or Trade In
1	Sharp	MX-M463N	25006237	Lease Return
2				

Trade In Section *DO NOT COMPLETE LEASE SECTION FOR TRADE IN EQUIPMENT*

	By initialing the box to the left, I the undersigned agree that all equipment marked "Trade In" "TI" or "Customer Owned" is free and clear of any liens or encumbrances. The title and ownership of this equipment is transferred to Copiers NW, Inc. Copiers NW is under no circumstance responsible for any data, documents, images, or other information stored on or in the device, the device hard drive(s), or any memory module(s).
	Initials

****OR****

Lease Return Section *LEASES ONLY, DO NOT FILL OUT FOR TRADE INS*

Please fill out a separate copy of this form for each different lease. If you are trading in customer owned equipment, you do not need to complete this section. Additional equipment on the same lease can be listed on page two of this form.

- ☐ **Copiers NW Leased Equipment** - Copiers Northwest will manage my equipment return as part of the lease upgrade and/or buyout as the originating dealer of the returned equipment.
- ☒ **Non-Copiers NW Leased Equipment** - Customer must fill out the following sections as a requirement of CNW picking up the equipment and returning it to the leasing company.
- A Lease Copy** - Please submit a copy of the lease for the equipment listed above and/or on page two of this form. It contains important terms and conditions that may dictate ownership and return information.
- B Letter of Intent** - A letter of intent is usually sent 30 to 120 days prior to lease end, and it is Customer's responsibility to notify Leasing Company of their intention to return the equipment. It is important that you check the terms and conditions of your lease for specific requirements.
- Customer Contact 1 Email: heather.seibert.sh@co.kittitas.wa.us
Customer Contact 2 Email: _____
- C Shipping Instructions** - Return shipping instructions must be forwarded immediately upon receipt to CNW via certified mail to the address above ATTN: LEASING or via email to equipmentreturns@copiersnw.com.
Expected Return Date: _____
- D Buyout Check** - The Buyout Check to you, Customer, is intended to offset the remaining stream of payments due under the existing lease contract. Customer is solely responsible for this lease contract(s) and Copiers Northwest accepts no responsibility for any additional charges unless specifically noted.
- Maximum Buyout Amount:** \$4,042.80 ☐ No buyout check
- Check Options: ☐ Buyout to be paid by Copiers Northwest to Customer who will pay Leasing Company.
☒ Buyout to be paid by Copiers Northwest to Leasing Company. A copy of the buyout invoice from the Leasing Co must be provided to CNW to select this option.

Notes:

Copiers NW agrees to remit any buyout check included in the new lease within 30 business days of the funding of the new lease unless Customer has failed to provide sufficient documentation including: lease copy, letter of intent, shipping instructions and/or signed lease buyout letter. Copiers NW agrees to store said equipment at Customer's request for a period not to exceed 90 days from removal from Customer's location. After 90 days, Copiers NW reserves the right to charge storage fees until the equipment is shipped back to Leasing Company. Copiers NW is not responsible for damaged or stolen equipment. Customer must maintain insurance coverage on equipment until said equipment is received by Leasing Company or Leasing Company's agent. Copiers NW is under no circumstance responsible for any data, documents, images, or any other information stored on or in the device, the device hard drive(s), or any memory module(s).

ACCEPTED BY COPIERS NORTHWEST

ACCEPTED BY CUSTOMER

Authorized Signature Required / Date 09/19/16
JOHN HINES
Printed Name / Title CEO

Authorized Signature Required / Date 8/16/16
Obie O'Brien, Base Charge
Printed Name / Title RECEIVED

Revision 1505a

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