

**AGENDA
 FERRIS MAIN STREET BOARD
 CITY OF FERRIS
 A MUNICIPAL CORPORATION OF THE
 STATE OF TEXAS, ELLIS COUNTY
 AT THE
 FERRIS PUBLIC LIBRARY
 301 E. TENTH STREET, FERRIS, TEXAS 75125
 7:00 P.M. MONDAY, OCTOBER 10, 2016**

NOTICE IS HEREBY GIVEN THAT THE FERRIS MAIN STREET BOARD OF THE CITY OF FERRIS WILL MEET IN REGULAR SESSION AT 7:00 P.M. ON THE 10TH DAY OF OCTOBER, 2016 AT THE FERRIS PUBLIC LIBRARY LOCATED AT 301 E. TENTH STREET, FERRIS, TEXAS 75125 FOR THE PURPOSE OF CONSIDERING:

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
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MAIN STREET BOARD BUSINESS

- | | | |
|----|--|---|
| 1. | Call to order. | Ø |
| 2. | Roll call to determine the presence of a quorum. | 1 |
| 3. | Recording of volunteer hour reporting. | 2 |

APPROVAL OF MINUTES

- | | | |
|----|---|---|
| 4. | Consider approval of Main Street Board meeting minutes of August 8, 2016 and September 6, 2016. | 9 |
|----|---|---|

PRESENTATION

- | | | |
|----|---|---|
| 5. | Introduction and presentation of architect to potentially be a candidate for the Main Street Board. | Ø |
|----|---|---|

DISCUSSION

- | | | |
|----|--|---|
| 6. | Discussion, consideration, and action as may be appropriate regarding the authorization of expenditures from funds for improving the pavilion landscape. | Ø |
|----|--|---|

OLD BUSINESS

- | | | |
|----|--|--|
| 7. | Discussion, consideration and action as may be appropriate regarding | |
|----|--|--|

10-10-2016 MAIN STREET AGENDA

- changing the bylaws of the Main Street Board. Ø
- 8. Discussion, consideration and action as may be appropriate regarding façade grant approval process. Ø
- 9. Discussion, consideration and action as may be appropriate regarding design and purchase of light pole banners and brackets. 15
- 10. Discussion, consideration and action as may be appropriate regarding status of the Alley Park project. Ø

CLOSING

- 11. Discuss items to be placed on next meeting’s agenda. Ø
- 12. Adjourn. Ø

Executive Session Reservation

The Ferris Main Street Board reserves the right to convene into an Executive Session (closed to the public) as authorized by Section 551.071(2) of the TEXAS GOVERNMENT CODE, for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.

Disability Assistance and Accommodation

Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at (972) 544-2110 two working days prior to the meeting so that appropriate arrangements can be made.

I, CALLIE GREEN, HEREBY CERTIFY THAT
THE FOREGOING NOTICE WAS POSTED ON
OR BEFORE THE 7TH DAY OF OCTOBER,
2016 BY 5:00 P.M.

CALLIE GREEN
CITY SECRETARY



MAIN STREET BOARD MEETING ATTENDANCE RECORD 2016-2017

Main Street Board			Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Place	Name	Title	12	10	14	12	9	13	13	10	8	12	10	14
Place 1	Shai Roos	Board Member	-											
Place 2	Donna Shaw	Secretary	-											
Place 3	Karmin Thomas	Vice Chair	-											
Place 4	Frankie Abrego	Board Member	-											
Place 5	Karen Carreon	Chair	-											
Place 6	Tina Miller	FABA President	-											
Place 7	Carol Wright	City Council Member	-											
Youth 1	Ieshia Dickerson	Youth Adviser	-											
Youth 2	Samantha Garcia	Youth Adviser	-											
Total Present:			-											

A quorum of the board is 4 members. (Does not include youth advisors)

City Staff			Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Place	Name	Title	12	10	14	12	9	13	13	10	8	12	10	14
Staff	Bill Jordan	Chief Building Official	-											
Total Present:			-											

Chairman- "Will the Secretary please call the roll."
 The Secretary calls each member's position and name.
 They respond if they are present.
 Secretary- "A quorum is present."

-	Cancelled
P	Present
A	Absent
R	Resigned
D	Deceased
E	End of Term

Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours2
Sep-16	1	Shai Roos				
Sep-16	2	Donna Shaw				
Sep-16	3	Karmin Thomas				
Sep-16	4	Frankie Abrego				
Sep-16	5	Karen Carreon				
Sep-16	6	Tina Miller				
Sep-16	7	Carol Wright				
Sep-16	YA1	Ileshia Dickerson				
Sep-16	YA2	Samantha Garcia				
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours
Oct-16	1	Shai Roos				
Oct-16	2	Donna Shaw				
Oct-16	3	Karmin Thomas				
Oct-16	4	Frankie Abrego				
Oct-16	5	Karen Carreon				
Oct-16	6	Tina Miller				
Oct-16	7	Carol Wright				
Oct-16	YA1	Ileshia Dickerson				
Oct-16	YA2	Samantha Garcia				
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours
Nov-16	1	Shai Roos				
Nov-16	2	Donna Shaw				
Nov-16	3	Karmin Thomas				
Nov-16	4	Frankie Abrego				
Nov-16	5	Karen Carreon				
Nov-16	6	Tina Miller				
Nov-16	7	Carol Wright				
Nov-16	YA1	Ileshia Dickerson				
Nov-16	YA2	Samantha Garcia				
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours

Dec-16	1	Shai Roos	COTS(2 HRS DECORATING)			
Dec-16	2	Donna Shaw	COTS			
Dec-16	3	Karmin Thomas				
Dec-16	4	Frankie Abrego				
Dec-16	5	Karen Carreon				
Dec-16	6	Tina Miller				
Dec-16	7	Carol Wright				
Dec-16	YA1	Ileshia Dickerson				
Dec-16	YA2	Samantha Garcia				
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours
Jan-17	1	Shai Roos				
Jan-17	2	Donna Shaw				
Jan-17	3	Karmin Thomas				
Jan-17	4	Frankie Abrego				
Jan-17	5	Karen Carreon				
Jan-17	6	Tina Miller				
Jan-17	7	Carol Wright				
Jan-17	YA1	Ileshia Dickerson				
Jan-17	YA2	Samantha Garcia				
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours
Feb-17	1	Shai Roos				
Feb-17	2	Donna Shaw				
Feb-17	3	Karmin Thomas				
Feb-17	4	Frankie Abrego				
Feb-17	5	Karen Carreon				
Feb-17	6	Tina Miller				
Feb-17	7	Carol Wright				
Feb-17	YA1	Ileshia Dickerson				
Feb-17	YA2	Samantha Garcia				
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours
Mar-17	1	Shai Roos				
Mar-17	2	Donna Shaw				
Mar-17	3	Karmin Thomas				

Mar-17	4	Frankie Abrego				
Mar-17	5	Karen Carreon				
Mar-17	6	Tina Miller				
Mar-17	7	Carol Wright				
Mar-17	YA1	Ileshia Dickerson				
Mar-17	YA2	Samantha Garcia				
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours
Apr-17	1	Shai Roos				
Apr-17	2	Donna Shaw				10
Apr-17	3	Karmin Thomas				
Apr-17	4	Frankie Abrego				10
Apr-17	5	Karen Carreon				10
Apr-17	6	Tina Miller				
Apr-17	7	Carol Wright				6
Apr-17	YA1	Ileshia Dickerson				
Apr-17	YA2	Samantha Garcia				9
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours
May-17	1	Shai Roos				
May-17	2	Donna Shaw				
May-17	3	Karmin Thomas				
May-17	4	Frankie Abrego				
May-17	5	Karen Carreon				
May-17	6	Tina Miller				
May-17	7	Carol Wright				
May-17	YA1	Ileshia Dickerson				
May-17	YA2	Samantha Garcia				
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours
Jun-17	1	Shai Roos				
Jun-17	2	Donna Shaw				
Jun-17	3	Karmin Thomas				
Jun-17	4	Frankie Abrego				
Jun-17	5	Karen Carreon				
Jun-17	6	Tina Miller				
Jun-17	7	Carol Wright				

Jun-17	YA1	Ileshia Dickerson				
Jun-17	YA2	Samantha Garcia				
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours
Jul-17	1	Shai Roos				
Jul-17	2	Donna Shaw				
Jul-17	3	Karmin Thomas				
Jul-17	4	Frankie Abrego				
Jul-17	5	Karen Carreon				
Jul-17	6	Tina Miller				
Jul-17	7	Carol Wright				
Jul-17	YA1	Ileshia Dickerson				
Jul-17	YA2	Samantha Garcia				
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours
Aug-17	1	Shai Roos				
Aug-17	2	Donna Shaw				
Aug-17	3	Karmin Thomas				
Aug-17	4	Frankie Abrego				
Aug-17	5	Karen Carreon				
Aug-17	6	Tina Miller				
Aug-17	7	Carol Wright				
Aug-17	YA1	Ileshia Dickerson				
Aug-17	YA2	Samantha Garcia				

**STATE OF TEXAS
COUNTY OF ELLIS**

THE FERRIS MAIN STREET BOARD MET IN A REGULAR SESSION AUGUST 8, 2016 AT 7:00 P.M. AT THE FERRIS PUBLIC LIBRARY, LOCATED AT 301 E. TENTH STREET, FERRIS, TEXAS 75125.

MEMBERS PRESENT

Shai Roos, Place 1
Donna Shaw, Place 2
Karen Carreon, Place 5
Tina Miller, Place 6
Carol Wright, Place 7

STAFF PRESENT

Bill Jordan, Building Official

MEMBERS ABSENT

Karmin Thomas, Place 3
Frankie Abrego, Place 4
Ieshia Dickerson, Youth 1
Samantha Garcia, Youth 2

STAFF ABSENT

MAIN STREET BOARD BUSINESS

1. Call to order.

Karen Carreon called the meeting to order at 7:08 P.M.

2. Roll call to determine the presence of a quorum.

The roll was called and a quorum was present.

3. Recording of volunteer hour reporting.

APPROVAL OF MINUTES

4. Consider approval of Main Street Board meeting minutes of July 11, 2016

Carol Wright moved to approve the meeting minutes for the Main Street Board meeting of July 11, 2016. Seconded by Shai Roos. For: Unanimous. Motion carried 5-0-0.

DISCUSSION

5. **Discussion, consideration, and action as may be appropriate regarding approval of disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #11 for 201 S. Main Street in an amount not to exceed \$5,000.00, subject to successful completion of the project as approved by the Main Street Board, and to the terms and conditions of the façade improvement program.**

Tina Miller moved to approve disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #11. Seconded by Shai Roos. For: Unanimous. Motion carried 5-0-0.

6. **Discussion, consideration, and action as may be appropriate regarding approval of disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #12 for 204 W. Sixth Street in an amount not to exceed \$5,000.00, subject to successful completion of the project as approved by the Main Street Board, and to the terms and conditions of the façade improvement program.**

Carol Wright moved to approve disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #12. Seconded by Tina Miller. For: Unanimous. Motion carried 5-0-0.

7. **Discussion, consideration, and action as may be appropriate regarding approval of disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #13 for 206 W. Sixth Street in an amount not to exceed \$5,000.00, subject to successful completion of the project as approved by the Main Street Board, and to the terms and conditions of the façade improvement program.**

Donna Shaw moved to approve disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #13. Seconded by Tina Miller. For: Unanimous. Motion carried 5-0-0.

8. **Discussion, consideration, and action as may be appropriate regarding approval of disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #14 for 208 W. Sixth Street in an amount not to exceed \$5,000.00, subject to successful completion of the project as approved by the Main Street Board, and to the terms and conditions of the façade improvement program.**

Shai Roos moved to approve disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #14. Seconded by Donna Shaw. For: Unanimous. Motion carried 5-0-0.

9. **Discussion, consideration, and action as may be appropriate regarding approval of disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #15 for 210 W. Sixth Street in an amount not to exceed \$5,000.00, subject to successful completion of the project as approved by the Main Street Board, and to the terms and conditions of the façade improvement program.**

Carol Wright moved to approve disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #15. Seconded by Tina Miller. For: Unanimous. Motion carried 5-0-0.

10. **Discussion, consideration, and action as may be appropriate regarding the fiscal year 2017 budget.**

Tina Miller moved to recommend the budget to be presented to the Council. Seconded by Shai Roos. For: Unanimous. Motion carried 5-0-0.

OLD BUSINESS

11. **Discussion, consideration and action as may be appropriate regarding façade grant approval process.**

Carol Wright moved to table item. Seconded by Shai Roos. For: Unanimous. Motion carried 5-0-0.

12. **Discussion, consideration and action as may be appropriate regarding the design and purchase of light pole banners and brackets.**

No action taken. Discussion only: Waiting on T.J. Knight for a school design for banners for the light poles.

13. **Discussion, consideration and action as may be appropriate regarding the status of the Alley Park project.**

No action taken. Discussion only:

A - Cindy Franks is working up some designs for the Board to review for the Alley Park. Cannot be done until the temperature is cooler.

B – Shai Roos has found companies that are very expensive. She found that her neighbor has a landscaping firm that works for his firm. She will come out, look it over and work for cheap. She will come check it out and give us an approximate cost. She might be able to do a design and bid.

14. **Discussion, consideration and action as may be appropriate regarding 2015-2016 work plan items.**

We will look at and review work plan items and set some goals that can be reached.

CLOSING

15. Discuss items to be placed on next meeting's agenda.

- Invite architect to the next meeting.
- Alley Park update.
- Banner update.
- Strategic planning.
- Pioneer Day.

16. Adjourn.

With no further business to come before the board, Tina Miller moved to adjourn the meeting. Seconded by Shai Roos. For: Unanimous. Motion carried 5-0-0. Meeting adjourned at 8:30 P.M.

APPROVED THIS, THE 12th DAY OF SEPTEMBER, 2016.

ATTEST:

Callie Green
City Secretary

Karen Carreon
Chair, Main Street Board

**Important administrative notation:
These minutes have been composed by using meeting notes provided to Callie Green,
City Secretary*

**STATE OF TEXAS
COUNTY OF ELLIS**

THE FERRIS MAIN STREET BOARD MET IN A SPECIAL CALLED SESSION SEPTEMBER 6, 2016 AT 5:00 P.M. AT THE FERRIS PUBLIC LIBRARY, LOCATED AT 301 E. TENTH STREET, FERRIS, TEXAS 75125.

MEMBERS PRESENT

Shai Roos, Place 1
Karmin Thomas, Place 3
Tina Miller, Place 6
Carol Wright, Place 7

STAFF PRESENT

Bill Jordan, Building Official

MEMBERS ABSENT

Donna Shaw, Place 2
Frankie Abrego, Place 4
Karen Carreon, Place 5
Ieshia Dickerson, Youth 1
Samantha Garcia, Youth 2

STAFF ABSENT

MAIN STREET BOARD BUSINESS

1. Call to order.

Karmin Thomas called the meeting to order at 5:03 P.M.

2. Roll call to determine the presence of a quorum.

The roll was called and a quorum was present.

DISCUSSION

3. Discussion, consideration, and action as may be appropriate regarding the Alley Park Project.

August 23, 2016 meeting with 4B Board turned over all decisions to the Main Street Board.

Carol Wright makes a motion to adopt the Historical style. Seconded by Tina Miller. For. Unanimous. Motion carried 4-0-0.

Karmin Thomas makes a motion to adopt the Main Street building in a 3-D effect with a full-size mural. Seconded by Shai Roos. For. Unanimous. Motion carried 4-0-0.

Tina Miller makes a motion to move forward with Alley Park plan as presented. Seconded by Karmin Thomas. For. Unanimous. Motion carried 4-0-0.

CLOSING

4. Adjourn.

With no further business to come before the board, Carol Wright moved to adjourn the meeting. Seconded by Shai Roos. For: Unanimous. Motion carried 4-0-0. Meeting adjourned at 5:22 P.M.

APPROVED THIS, THE 10th DAY OF OCTOBER, 2016.

ATTEST:

Callie Green
City Secretary

Karen Carreon
Chair, Main Street Board

**Important administrative notation:
These minutes have been composed by using meeting notes provided to Callie Green,
City Secretary*

Ferris



THE *City* THAT
BRICKED
THE
WORLD

WELLINGTON

TUTOR TOWN

To: Ferris ISD
 From: Staples Copy & Print
 Date Sent: 09/23/2016
 Re: 9.21.16.FISD.Taylor.Banner.001 (2054 -16452)RC

Name: Nelson Estrada
 Reference: 1127:
 Price Category: Price per Each (EA)
 Project ID: 2054 -16452

Comments: Freight included in pricing. Pricing assumes Print Ready Art Files supplied by the customer. Production time: 3-5 Working Days Plus 2-3 Days for Ground Shipping AFTER Proof Approval. Digital Proof Approval Process is 24-48 hours.
 NOTE: PRICING BASED OFF SPECIFICATIONS PROVIDED!

Package	Quantity		
Products	0		
Product	Quantity	Ext Price Per EA	Ext Price
BANNERS - DIGITAL - RETAIL (918862)	4	\$32.74	\$130.94
Product	Quantity	Ext Price Per EA	Ext Price
BANNERS - DIGITAL - RETAIL (918862)	8	\$27.50	\$220.00

GENERAL

Product SKU#: 918862
 New or Repeat order: New order
 Type of Material: 18 oz Vinyl
 Finished Width (in.): 15.0000
 Finished Length (in.): 37.0000
 Wind slits required: Yes
 Pole pockets required: Yes
 Type of hem required: Stitched
 Grommets required: Yes, if yes explain placement requirements below
 Grommet requirements - Explain: Please see picture attached.
 Is hardware required?: No
 Hardware requirements:: 3" POLE POCKETS TOP AND BOTTOM

INK AND IMPRINTING

NOTE : All BANNERS print CMYK Digital
 Ink coverage: heavy coverage
 Do colors bleed: Yes
 Number of sides to print: 2-Sides

ARTWORK / COMPOSITION

Artwork Supplied?: Yes
 If Yes, describe (Native File, PDF, etc.): PDF
 If NO, describe:
 Other artwork related details:

PACKAGING

Special packaging: N/A
 Special packaging requirements:

SPECIAL INSTRUCTIONS

Lead time from Proof Approval:
 Previous PO#:
 Special Instructions:
 Overrun / Underrun: Exact Quantity
 PRICING REQUIREMENT:

Proposal ID: 200834

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Customer Signature: _____ **Date:** _____
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Email: _____

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Anticipated Completion Date and Time: _____

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SCOPE. These General "Terms" and Conditions govern all copy and print products and/or services ("Products") that you ("Customer") purchase from Staples pursuant to the attached quote/proposal ("Quote"). Please read these Terms carefully. The Terms, when agreed to by Customer, will form a binding agreement between Customer and Staples.

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PAYMENT. Unless otherwise stated in the Quote, payment terms shall be net 30 calendar days. Staples may charge interest on any past due payment obligation at the lesser of 1.5% per month or the highest rate permitted by law until paid in full.

DELIVERY. As stated in the quote provided.

COMPLETION DATE. Staples' production and/or completion times shall be stated in the Quote. The completion stated time is a good faith estimate of when the services will be completed and available for the Customer. While Staples always tries hard to achieve that timeframe, it is possible that we will not be able to satisfy that completion goal. If Staples determines that it will not be able to meet the above estimate of completion, Staples will advise Customer of the new, anticipated completion time, and Customer may choose between accepting the new completion date and time, or canceling the order, picking up your originals from our store and receiving any money previously paid for the order. Please provide good contact information to Staples, so we can let you know of any changes as soon as we can.

APPROVALS AND PRESS CHECKS. At Customer's option and subject to availability, you may request a press check of your order. Requests for press checks must be made at the time of your quote request. If requested and available, a press check will be arranged in coordination with your and/or your representative's schedule, and the schedule of the required Staples associates. Press Checks cannot be held without Staples associates present. Customer will be responsible for Customer's own travel costs. Press Check costs will include costs for travel of Staples associates and any out-of-pocket Staples incurred fees. Inclusion of a press check can affect completion times identified above.

CUSTOMER LICENSE AND WARRANTY. Customer grants to Staples and its independent contractors/agents a non-exclusive, worldwide, royalty-free and fully paid up right and license to use the artwork, forms, trademarks/names, copyrights, service marks, logos, indicia of ownership, or other content contained in/on any print/electronic materials ("Customer Material") provided by Customer to Staples in connection with Staples' performance hereunder. Customer warrants that (a) it owns or has the right and license to use, adapt and reproduce Customer Material and (b) Customer Material shall not violate the rights of any third parties or applicable law.

INDEMNIFICATION. Customer hereby agrees to indemnify, defend and hold harmless Staples and its suppliers, and their respective employees, licensors, independent contractors, subsidiaries, and affiliates (collectively, the "Affiliates"), from and against any and all claims, causes of actions, damages, costs and expenses, including but not limited to, attorney's fees and costs of suit, incurred by the Affiliates in connection with any claim arising out of any breach of these Terms by Customer and for any claim made by third parties for infringement of intellectual property rights, or for any content that is provided by Customer. Customer agrees to cooperate as fully as reasonably required in the

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FORCE MAJEURE. Neither party shall be liable for any delay in or impairment of performance resulting in whole or in part from any unforeseen circumstances or causes beyond its control, excluding payment obligations.

MODIFICATIONS/INTEGRATION. These Terms and any attached Quote set forth the entire agreement between the parties hereto, and supersede all previous discussions and agreements with respect to the subject matter hereof. Any modification must be agreed to in writing by both parties. These Terms shall govern in the event of any conflict between the Quote and any provision herein unless expressly stated otherwise in the Quote.

GOVERNING LAW. These Terms shall be construed in accordance with the laws of the State of New York excluding its conflicts of law provisions.

CONFIDENTIALITY. The parties agree not to disclose any confidential information furnished by the other party, except as required by law. Staples adheres to its Privacy Policy, amended from time to time, which is available at www.staples.com.

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