



MetroRepro

CONTRACT INVOICE

Remit to: PO BOX 560092 Dallas, TX 75247
P: 972-484-9292

Invoice Number: AR37634
Invoice Date: 6/9/2022
Account Number: Na01
Balance Due: \$1,170.00

Bill To: Navarro County Clerk's Office
MJ Cranston
300 W 3rd Ave
Suite101
Corsicana, TX 75110

Customer: Navarro County Clerk's Office
300 W 3rd Ave
Suite101
Corsicana, TX 75110

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
Na01	Net 30	7/9/2022	\$ 1,170.00	\$ 1,170.00

Invoice Remarks

Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
CN11280-01	Sherry Dowd 903-654-3035	\$ 1,170.00		6/9/2022	

Contract Remarks

Summary:

Contract base rate charge for the 6/9/2022 to 6/8/2023 billing period	\$1,170.00 *
Contract overage charge for this overage period	\$0.00 **
*Sum of equipment base charges **See overage details below	\$1,170.00

Detail:

Equipment included under this contract

Oce/PW345

Number	Serial Number	Base Charge	Location
5597	33120160	\$1,170.00	Navarro County Clerk's Office 300 W 3rd Ave Suite101 Corsicana, TX 75110

Meter Type	Meter Group	Covered	Rate
SF	2K Monthly Alk	6,000	0.041000

Please remember you can always pay your invoice online at www.metrorepro.com under the customer portal.

Invoice SubTotal	\$1,170.00
Tax:	\$0.00
Invoice Total	\$1,170.00
Balance Due:	\$1,170.00

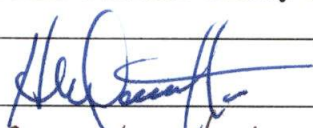

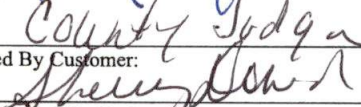
Remit to: PO BOX 560092 Dallas, TX 75247 972-484-9292

METRO-REPRO, INC.
8906 Chancellor Row, Dallas, Texas 75247
SERVICE CONTRACT

Sign & Return

Metro-Repro, Inc. agrees to perform repair service on the equipment listed by model and serial number for the prepaid fees shown, includes and/or is subject to the following:

1. Each service call shall include a complete mechanical inspection, during which essential cleaning, lubrication, labor for replacing worn or broken parts, and mechanical adjustments to accommodate new parts or to compensate for wear, will be performed. This service call shall also include any necessary suggestions, recommendations, or warnings to the customer regarding the equipment and/or its operation.
2. This service contract does not include service coverage related to issues attributed to the *customer's network*, nor does it cover *installing equipment print drivers*, or operational software. **These services are billable services at normal rates** post installation.
3. At the customer's request, Metro-Repro will provide equipment repair, including the replacement of parts which Metro-Repro determines to be unserviceable and directly contributing to the equipment's operational problems. No consumable supplies (including media, developer, print heads, ink cartridges, toner, maintenance kits, etc.) are included. Consumable costs are the responsibility of the customer. All parts replaced become the property of Metro-Repro.
4. This agreement includes mechanical service calls requested by the customer and found to be necessary by the service representative due to print quality, machine performance, or error codes to return and/or keep the equipment in good operating condition. Travel time and labor are included in the annual contract price.
5. This agreement does not cover labor, parts, or other expense necessary to repair damage (intentional, accidental, or otherwise) caused by customer negligence, unauthorized movement or relocation of equipment, fire, water, acts of God, etc. Should repair be necessary due to such causes, a written estimate of charges associated with the equipment's repair will be provided for approval before work is started.
6. If the listed equipment is altered by the customer, or has devices attached to the equipment by the customer, or the customer utilizes supply items which - in the judgment of Metro-Repro - increases the cost of maintenance to be performed, or contributes to any necessary equipment repairs and/or the general demise of the equipment - Metro-Repro will indicate such infractions to this service agreement and request/recommend such action as to remedy the situation. If the customer should choose not to comply with such recommended actions, the customer shall be considered in default of its obligations under this agreement as of such date and any necessary maintenance or repair will be billed at regular hourly service rates, plus parts.
7. The Customer is responsible for providing Metro-Repro meter readings upon request. Two attempts will be made by Metro-Repro to obtain a meter reading for the machine. After these attempts if no meter has been submitted, Metro-Repro will bill the meter based upon an average of the customer's meter history.
8. All service under this agreement will be performed on the customer's premises during regular business hours (8am-5pm CST). If service outside of such hours is requested, service will be rendered at Metro-Repro's regular hourly rates plus 50%, subject to availability of service personnel.
9. It is understood that the equipment covered by the agreement must be in good working condition on the date this agreement becomes effective. An inspection visit billed at our normal rates may be required before placing a machine under contract.
10. If your organization requires a PO before payment will be rendered, please provide the needed PO a minimum of 45 days before your current contract expires. Providing a needed PO is the customer's responsibility.
11. Contract rate is subject to increase at renewal date and will auto-renew unless cancelled. Contract will be in effect once the contract is signed by both parties and payment is rendered. Contracts are for a period of 12 months and full amount is due regardless of the billing option selected. Credit card or ACH routing info will be required for monthly payment option. Receipt of payment is acceptance of these terms.

MODEL & SERIAL NO.	EQUIPMENT LOCATION	BILLING OPTION	ANNUAL FEES
Oce PW345 33120160	300 W 3 rd Ave. Suite 101 Corsicana, TX 75110	Annual	\$1170.00 inc 2K SF per month. Overage billed @ \$0.041 per SF
Company: Metro-Repro, Inc.		Customer Name: Navarro County Clerk's Office	
By: John Edwards		By: 	
Title: Service Manager		Title: County Judge	
Signature: 		Signed By Customer: 	
Effective Date: 06/09/22 – 06/08/23		Date Signed By Customer: June 13, 2022	