



AIMS Finance Committee Meeting Item Cover Letter

Item:

Presented By:

Staff Recommendation:

Committee Approval:

Total Associated Cost:

Included in Budget?

Funding Source:

Over/Under Budget?

Amount Over/Under Budget?

Included in LCAP?

Which LCAP?



INITIAL ORDER FORM - OFFICE SERVICES

This Initial Order Form is a binding agreement between RingCentral, Inc. (“**RingCentral**”) and **American Indian Model Schools**, (“**Customer**” or “**You**”) (together the “**Parties**”), for the purchase of the Services, licenses, and products listed herein. This Initial Order Form is subject to the terms and conditions specified in the applicable Agreement between the Parties. Capitalized terms not defined herein shall have the same meanings as set forth in the applicable Agreement between the Parties. Any Special Terms and Notes added by Appendices or any other Appendices attached to this Order Form are incorporated into and made a part of this Initial Order Form.

Service Provider	
Service Provider	RingCentral, Inc.
Address	20 Davis Drive
City, State & Zip Code	Belmont, CA 94002
Country	USA

Customer	
Customer	American Indian Model Schools
Address	171 12th St.
City, State & Zip Code	Oakland, CA 94607
Country	United States
Billing Contact Person	
Billing Contact Phone	
Billing Contact E-mail Address	

Service Commitment Period	
Start Date	April 20 th , 2021



Service Commitment Period	
Initial Term	24 Months
Renewal Term	24 Months

Payment Schedule	Monthly Payment Schedule
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RingCentral Office Services					
Summary of All Services					
Summary of Service	Charge Term	Qty	Rate	Monthly Subtotal	One-time Subtotal
DigitalLine Unlimited Standard	Monthly	100	\$20.79	\$2,079.20	\$0.00
e911 Service Fee	Monthly	100	\$1.00	\$100.00	\$0.00
Compliance and Administrative Cost Recovery Fee	Monthly	100	\$3.50	\$350.00	\$0.00
Polycom VVX-150 Business IP Phone	One - Time	100	\$44.50	\$0.00	\$4,450.00
New Service Amount *				\$2,529.20	\$4,450.00
Total Initial Amount *				\$6,979.20	

* Amounts are exclusive of applicable Taxes and Fees.

Cost Center Billing:

For customers with cost center billing, it is the customer's responsibility to provide cost center allocation information to RingCentral at least 10 days prior to the issuance of the invoice. After the information is received, it will be reflected on future invoices, but will not be adjusted retroactively on past invoices. If purchasing additional services through the administrative portal, it is the customer's responsibility to assign cost centers at the time of purchase; otherwise, those services will not be allocated by cost center on the next invoice. Please note that cost center allocation is not available for certain items, such as minute bundles and credit memos. For additional questions, please contact the RingCentral invoice billing team at billingsupport@ringcentral.com.



IN WITNESS WHEREOF, the Parties have executed this Initial Order Form above through their duly authorized representatives.

Customer

American Indian Model Schools

By: _____

Name: _____

Title: _____

Date: _____

RingCentral

RingCentral, Inc.

By: *Carson Hostetter*

Name: Carson Hostetter

Title: SVP, Field Sales

Date: _____