

## **Rental Agreement**

Customer Name:						
Billing Address:						
Delivery Address:						
Phone Number:						
Equipment Model:	Canon MF-632CDW Color Co	opy, Print, Se	can Sys	tem		
Equipment Model	Equipment Description	Part number	Quantity	Price per unit	Other	Monthly Charge + Delivery Fee
Canon MF632CDW	Color Copier-Printer-Scanner	T diciidiiiooi	1	\$50.00 monthly	0 0.101	First Month Included in Initial charge
Delivery & Setup Charge	Drop off & remote login session included					Included in initial charge
500 black prints monthly	All parts, labor & supplies but paper					Included
100 color prints monthly	All parts, labor and supplies but paper					Included
					Down	\$200.00
					Sales	
					Total	
Terms: This is a month to month rental for the equipment shown above. Customer will be billed monthly in advance at the rate shown and we ask that these charges be billed to a credit card on file. The maintenance agreement contained within this rental agreement includes up to 500 black prints and up to 100 color prints covering all parts, service and supplies except paper. Any black copies/prints in excess of 500 will be billed at \$.02 each. Any color copies/prints in excess of 100 will be billed at \$.09 each. In the event that the customer requests pickup in the midst of any given month there will not be any refund of the pre-paid costs for the given month. Any charges for extensions or excess copies will be charged to the credit card on file. There is an one-time initial charge of \$200.00 that includes the first month rental payment + delivery of the machine and a complimentary remote login session to configure scanning.  In the event the copier is lost, stolen or damaged beyond repair or unable to be returned to CSBS at the end of the rental period the customer agrees to purchase the machine for \$1,500.00 which represents the fair market value of the equipment. Payment for damaged or lost equipment must be satisfied within 7 working days by either check or credit card.  CSBS will set up the machine for printing and scanning when the machine is delivered and this setup is included in the initial delivery and setup charge. CSBS is happy to provide any additional IT/Computer related support necessary to setup new users for printing and scanning if there is need for additional setups if there are additional needs at a later date. Any IT/Computer support requested after the initial delivery will be billed at a rate of \$145.00 an hour with a 30 minute minimum per incident. All toner, waste toner boxes and repair service including necessary parts and labor needed to maintain the physical performance of the equipment are included in the base rental fee. At the conclusion of the rental period there will be a \$100.00						
Delivery Date: TBD						
Custome	er Signature:			Date:		
Vendor S	Signature:			Date:		