

## Change of Reseller

By accurately completing and submitting to Microsoft this Change of Reseller form (hereafter Change of Channel Partner or COCP), Customer is providing to Microsoft written notification of the change. Microsoft will update its records and systems according to the information Customer provides.

By signing below, Customer represents and agrees that:

- Customer has confirmed that the newly appointed Reseller is from a list of authorized Resellers to offer Microsoft Volume Licensing Products.
- To be valid this form must be signed by both the newly appointed Reseller and Customer.
- This form must be sent to Microsoft no later than 10 calendar days after Customer's signature date. A delay may occur in recording this change, from receipt of this notice to the date of the change.
- Customer must notify Microsoft in writing using this form, and no other form of notification will be considered valid.
- Customer must notify the previous Reseller in writing by its own means provided that such notification be served before or no later than the date of signature of this form by Customer.
- Customer agrees that all amounts due before the COCP effective date will be paid to the previous Reseller. On or after the COCP effective date, Customer and the newly appointed Reseller agree that for Microsoft Volume Licensing Products and Services under the Agreements/Enrollments/PO listed below: (1) all corresponding amounts due by Customer will be paid to the newly appointed Reseller, and (2) the newly appointed Reseller will not provide such Products and Services to other entities, including the previous Reseller, for resale or distribution to Customer unless authorized in writing by Microsoft.
- The newly appointed Reseller will be responsible for paying all unreconciled Online Services Reservations even where those reservations were placed under the previous Reseller.
- Customer is responsible for working out all other arrangements related to this change with both the previous Reseller and the newly appointed Reseller, and Customer is responsible for ensuring all obligations to the previous Reseller are met. Customer agrees to hold Microsoft harmless from any disputes arising out of any payment(s) made, or any credit issued, to an incorrect Reseller as a result of this change.
- Other sections of Customer's program documents may be affected by this change. If Customer has designated the Reseller as a contact elsewhere throughout the program documents, those designations must also be updated to reflect this change. Please contact the newly appointed Reseller to change Customer's contact details.
- If the newly appointed Reseller finds any compliance issues relative to the Reseller Agreement with the inherited deals from the prior Reseller, then newly appointed Reseller will raise the concerns to Microsoft within 30 calendar days from the effective change date.

### **1. COCP effective date.**

Microsoft will apply the COCP effective date at the end of the prior notice period as defined in the applicable Customer agreement and no later than 90 days after the date of signature of this form by the Customer.

If the parties agree with the previous Reseller to set the COCP effective date at an earlier date, the *Early COCP Effective Date Form* should be completed and signed by both parties and the previous Reseller.

## 2. Customer information.

Customer	
<b>Name of Entity *</b>	City of Merced (CA)
<b>Signature *</b>	
<b>Printed Name *</b>	
<b>Printed Title *</b>	
<b>Signature Date *</b>	

## 3. What this change applies to.

Please complete the table below with the contract number(s) of the contract(s) that this change applies to.

- If using this form for Enterprise or Campus contracts, enter Enrolment Number
- If using this form for Select Plus or Select contracts, enter PCN
- If using this form for other programs, enter relevant Agreement Number

<b>Agreement Number OR Enrolment Number OR Public Customer Number (see above)</b>
88D9A900

APPROVED AS TO FORM:  
*Craig Cornwell*  
City Attorney, City of Merced

## 4. Previous Reseller information.

Identify Customer's previous Reseller:

Previous Reseller name\*: Crayon Software Experts LLC

## 5. Newly appointed Reseller information.

Identify Customer's newly appointed Reseller:

**Reseller name\***: SHI International Corp.  
**Street address\***: 290 Davidson Ave  
**City\***: Somerset **State/Province**: NJ **Postal code\***: 08873  
**Country\***: United States  
**Contact name\***: Last de Matos, First Daniel  
**Phone\***: 888 868 8888 **Fax**:  
**E-mail address\***: msteam@shi.com

The undersigned confirms that the Reseller information is correct.

<b>Reseller name*</b> SHI International Corp.
<b>Signature*</b> Daniel, de Matos
<b>Printed name*</b> Daniel, de Matos
<b>Printed title*</b>
<b>Date*</b>