

**EXTENSION NO. 2 TO FORM OF CONTRACT**

Contractor: **CDW GOVERNMENT INC**

Contract No.: **22ITBC1006B-PS, Fulton PC Refresh**

Address: **280 North Milwaukee Ave.**  
City, State **Vernon Hills, IL 60061**

Telephone: **(678) 983-1730**

Email: **anusree@cdw.com**  
ANUP

Contact: ~~XXXXXX~~ **Anur Sreedharan**  
**Sr. Manager Program Sales**

**WITNESSETH**

WHEREAS, Fulton County ("County") entered into a Contract with CDW GOVERNMENT INC to provide enterprise business class desktop personal computers (PCs), laptops, monitors and docking stations to the Department of Information Technology on a as when and if needed basis, dated 4/12/2023, on behalf of the Information Technology; and

WHEREAS, the County wishes to extend the subject contract, with all items and conditions unchanged, for an additional 9 month period, 04-01-2026 through 12-31-2026; and

WHEREAS, the County wishes to extend the contract term to allow time to solicitate a new bid; and

WHEREAS, the Contractor has performed satisfactorily over the period of the contract; and

WHEREAS, this Extension was approved by the Fulton County Board of Commissioners on BOC# 26-0161 and Date 3/18/2026.

**NOW, THEREFORE**, the County and the Contractor agree as follows:

This Extension No. 2 to Form of Contract is effective as of the 1st day of April, 2026 between the County and CDW GOVERNMENT INC, who agree that all services specified will be performed in accordance with this Extension No. 2 to Form of Contract and the Contract Documents for an additional nine month period, with the contract ending as of the 31st of December, 2026.

1. **COMPENSATION:** The services to be performed by the Contractor during this

Extension No. 2 to Form of Contract shall not exceed \$2,368,000.00 (Two million Three Hundred Sixty-Eight Thousand Dollars and Zero cents), or at no additional cost, this is a time extension only.

3. **LIABILITY OF COUNTY:** Extension No. 2 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chair to the Commission, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF EXTENSION NO. 2 TO FORM OF CONTRACT:** Except as modified by this Extension No. 2 to Form of Contract, the Contract, and all Contract Documents remain in full force and effect.

**IN WITNESS THEREOF**, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

CONTRACTOR:

**FULTON COUNTY, GEORGIA**

**CDW GOVERNMENT INC.**



*Robert L. Pitts*

*Anup Sreedharan*

Robert L. Pitts, Chairman  
Fulton County Board of Commissioners

~~Anup Sreedharan~~ Correct Name: Anup Sreedharan  
Sr. Manager Program Sales

ATTEST:

ATTEST:

*Tonya R. Grier*

Tonya R. Grier  
Clerk to the Commission

(Affix County Seal)

APPROVED AS TO FORM:

*Kaye Burwell*

Office of the County Attorney

APPROVED AS TO CONTENT:

*Kevin Kerrigan*

Kevin Kerrigan, CIO  
Information Technology

ITEM#: _____ RM: _____ REGULAR MEETING	ITEM#: 26-0161 _____ 2 <sup>nd</sup> RM: 03/18/2026 _____ SECOND REGULAR MEETING
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# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
10/02/2025

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Aon Risk Services Central, Inc. Chicago IL Office 200 East Randolph Chicago IL 60601 USA	<b>CONTACT NAME:</b> PHONE (A/C. No. Ext): (866) 283-7122      FAX (A/C. No.): (800) 363-0105	
	<b>E-MAIL ADDRESS:</b>	
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> CDW Government LLC 230 North Milwaukee Ave Vernon Hills IL 60061 USA	<b>INSURER A:</b> The Phoenix Insurance Company      25623	
	<b>INSURER B:</b> The Charter Oak Fire Insurance Company      25615	
	<b>INSURER C:</b> Travelers Property Cas Co of America      25674	
	<b>INSURER D:</b> Beazley Excess and Surplus Insurance Inc      17520	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES      CERTIFICATE NUMBER: 570116000691      REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. **Limits shown are as requested**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	H6605D53096APHX25 see addendum	10/01/2025	10/01/2026	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
							MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	\$2,000,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	BA-6N190234-25-I3-G	10/01/2025	10/01/2026	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION			CUP6J53867925I3 SIR applies per policy terms & conditions	10/01/2025	10/01/2026	EACH OCCURRENCE	\$5,000,000
							AGGREGATE	\$5,000,000
							Retained Limit	\$10,000
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y	UB8P79604A2551K AOS	10/01/2025	10/01/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
C		N/A	Y	UB8P8306872551R AZ, MA, WI	10/01/2025	10/01/2026	E.L. EACH ACCIDENT	\$1,000,000
							E.L. DISEASE-EA EMPLOYEE	\$1,000,000
							E.L. DISEASE-POLICY LIMIT	\$1,000,000
D	<b>E&amp;O - Miscellaneous Professional-Primary</b>			D19A8C251101 Claims Made-cyber/network SIR applies per policy terms & conditions	10/01/2025	10/01/2026	Each Claim	\$5,000,000
							Aggregate	\$5,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Fulton County Government, its Officials, Officers and Employees are included as Additional Insured in accordance with the policy provisions of the General Liability and Automobile Liability policies. General Liability and Automobile Liability policies evidenced herein are Primary and Non-Contributory to other insurance available to an Additional Insured, but only in accordance with the policy's provisions. A waiver of Subrogation is granted in favor of Certificate Holder in accordance with the policy provisions of the General Liability, Automobile Liability and workers' Compensation policies. Should General Liability, Automobile Liability and workers' Compensation policies be cancelled before the expiration date thereof, the policy provisions will govern how notice of cancellation may be delivered to Certificate Holder in accordance with the policy

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
Fulton County Government Attn: Purchasing Department 130 Peachtree Street, SW Suite 1168 Atlanta GA 30303-3459 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  

Holder Identifier :

Certificate No : 570116000691





# ADDITIONAL REMARKS SCHEDULE

AGENCY Aon Risk Services Central, Inc.		NAMED INSURED CDW Government LLC	
POLICY NUMBER See Certificate Number: 570116000691		EFFECTIVE DATE:	
CARRIER See Certificate Number: 570116000691	NAIC CODE		

### ADDITIONAL REMARKS

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance**

Additional Description of Operations / Locations / Vehicles:  
 provisions of each policy.



# ADDITIONAL REMARKS SCHEDULE

AGENCY Aon Risk Services Central, Inc.		NAMED INSURED CDW Government LLC	
POLICY NUMBER See Certificate Number: 570116000691			
CARRIER See Certificate Number: 570116000691	NAIC CODE	EFFECTIVE DATE:	

### ADDITIONAL REMARKS

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance**

Commercial General Liability

Commercial General Liability  
 Policy# H6605D53096APHX25  
 State and Insurer(s) Affording Coverage  
 California                      Travelers Property Casualty Company of America      NAIC# 25674  
 All Other                        The Phoenix Insurance Company      NAIC# 25623



# Fulton County

## Legislation Details

**File #:** 26-0161      **Version:** 1      **Name:**  
**Type:** CM Action Item - Open & Responsible Government      **Status:** Agenda Ready  
**File created:** 12/14/2025      **In control:** Board of Commissioners  
**On agenda:** 3/18/2026      **Final action:**  
**Title:** Request approval to extend an existing contract - Information Technology, 22ITBC1006B-PS, Fulton PC Refresh, in an amount not to exceed \$2,368,000.00 with CDW Government LLC (Vernon Hills, IL) to provide enterprise business class desktop personal computers (PCs), laptops, monitors and docking stations, specialty computing devices to include iPads, iMacs, MS Surface Pros and supporting peripherals for an additional 9 month period in order to provide additional time to create a new solicitation. Effective Dates: April 1, 2026 through December 31, 2026.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Exhibit 1 - Performance Evaluation - CDWG 7.12.25 thru 10.11.25, 2. Exhibit 2 Extension Agreement No. 2 - CDWG

Date	Ver.	Action By	Action	Result
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## Certificate Of Completion

Envelope Id: 82DB7D8F-26F6-464D-A59E-64B4AD15D6B6  
 Subject: CA Extension No. 2. for 22ITBC1006B-PS, CDW Government LLC, BOC# 26-0161  
 Parcel ID:  
 Employee Name:  
 Source Envelope:  
 Document Pages: 7  
 Certificate Pages: 6  
 AutoNav: Enabled  
 Envelopeld Stamping: Enabled  
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed  
 Envelope Originator:  
 Phyllis Stewart  
 141 Pryor Street  
 Purchasing & Contract Compliance, Suite 1168  
 Atlanta, 30303  
 Phyllis.Stewart@fultoncountyga.gov  
 IP Address: 134.231.232.250

## Record Tracking

Status: Original  
 3/18/2026 3:55:33 PM  
 Security Appliance Status: Connected

Holder: Phyllis Stewart  
 Phyllis.Stewart@fultoncountyga.gov  
 Pool: StateLocal

Location: DocuSign

## Signer Events

Anul Sreedharan  
 anusree@cdw.com  
 Sr. Manager, Program Management  
 CDW Government LLC  
 Security Level: Email, Account Authentication  
 (None)

## Signature

*Anul Sreedharan*

Signature Adoption: Pre-selected Style  
 Using IP Address: 165.225.63.63

## Timestamp

Sent: 3/27/2026 6:38:35 PM  
 Viewed: 3/27/2026 7:30:42 PM  
 Signed: 3/31/2026 7:06:44 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 3/27/2026 7:30:42 PM  
 ID: 616f74dc-b7c9-4cbf-b6a7-d0bef5196890

Phyllis Stewart  
 phyllis.stewart@fultoncountyga.gov  
 Security Level: Email, Account Authentication  
 (None)

**Completed**

Using IP Address: 134.231.232.249

Sent: 3/31/2026 7:06:47 PM  
 Viewed: 3/31/2026 7:30:53 PM  
 Signed: 3/31/2026 7:58:13 PM

**Electronic Record and Signature Disclosure:**  
 Not Offered via Docusign

Kevin Kerrigan  
 Kevin.Kerrigan@fultoncountyga.gov  
 Chief Information Officer  
 Security Level: Email, Account Authentication  
 (None)

*Kevin Kerrigan*

Signature Adoption: Pre-selected Style  
 Using IP Address: 99.59.250.223  
 Signed using mobile

Sent: 3/31/2026 7:58:15 PM  
 Viewed: 3/31/2026 8:06:20 PM  
 Signed: 3/31/2026 8:06:28 PM

**Electronic Record and Signature Disclosure:**  
 Not Offered via Docusign

Nikki Peterson  
 Nikki.Peterson@fultoncountyga.gov  
 Chief Deputy Clerk to the Board of Commissioners  
 Fulton County Government  
 Security Level: Email, Account Authentication  
 (None)

**Completed**

Using IP Address: 74.174.59.10

Sent: 3/31/2026 8:06:31 PM  
 Viewed: 4/1/2026 10:36:02 AM  
 Signed: 4/1/2026 10:36:30 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 11/27/2017 1:39:37 PM  
 ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8

Signer Events	Signature	Timestamp
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Kaye Burwell  
 kaye.burwell@fultoncountyga.gov  
 Deputy County Attorney  
 Security Level: Email, Account Authentication (None)  
**Electronic Record and Signature Disclosure:**  
 Accepted: 4/3/2026 12:43:59 PM  
 ID: a993929f-4435-42d8-97ea-e7120baa8bfa

**Completed**  
 Using IP Address: 74.174.59.10

Sent: 4/1/2026 4:50:03 PM  
 Viewed: 4/3/2026 12:43:59 PM  
 Signed: 4/3/2026 12:44:36 PM

Kaye Burwell  
 kaye.burwell@fultoncountyga.gov  
 Deputy County Attorney  
 Security Level: Email, Account Authentication (None)  
**Electronic Record and Signature Disclosure:**  
 Accepted: 4/6/2026 10:44:20 AM  
 ID: 8cbbb07c-81c9-4c9d-bb64-ecc5b75995a4

*Kaye Burwell*  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 74.174.59.10

Sent: 4/3/2026 12:51:04 PM  
 Viewed: 4/6/2026 10:44:20 AM  
 Signed: 4/6/2026 10:45:27 AM

Robert L. Pitts  
 Robb.Pitts@fultoncountyga.gov  
 Chairman  
 Security Level: Email, Account Authentication (None)  
**Electronic Record and Signature Disclosure:**  
 Accepted: 4/6/2026 10:58:47 AM  
 ID: c8372641-497b-4830-85f6-b2f8b478bdcd

*Robert L. Pitts*  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 74.174.59.10

Sent: 4/6/2026 10:45:29 AM  
 Viewed: 4/6/2026 10:58:47 AM  
 Signed: 4/6/2026 10:58:57 AM

Tonya Grier  
 Tonya.Grier@fultoncountyga.gov  
 Clerk to the Commission  
 Fulton County Government  
 Security Level: Email, Account Authentication (None)  
**Electronic Record and Signature Disclosure:**  
 Accepted: 10/27/2025 11:21:47 AM  
 ID: 4889b84d-8ea3-4ba9-bf87-bf4c309e21ab

*Tonya Grier*  
 Signature Adoption: Uploaded Signature Image  
 Using IP Address: 134.231.232.250

Sent: 4/6/2026 10:58:59 AM  
 Viewed: 4/6/2026 3:13:22 PM  
 Signed: 4/6/2026 3:13:29 PM

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Heather Kohls  
 heather.kohls@cdwg.com  
 Security Level: Email, Account Authentication (None)  
**Electronic Record and Signature Disclosure:**  
 Accepted: 3/27/2026 6:38:34 PM  
 ID: f3c82ea6-ba2b-437f-a456-170dc45f9a30

**VIEWED**  
 Using IP Address: 165.225.62.171

Sent: 3/18/2026 4:24:17 PM  
 Resent: 3/25/2026 8:43:43 AM  
 Resent: 3/26/2026 9:23:27 PM  
 Resent: 3/27/2026 12:07:21 PM  
 Viewed: 3/27/2026 6:38:34 PM

Carbon Copy Events	Status	Timestamp
<p>Lauren Hansford            Lauren.Hansford@fultoncountyga.gov            Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>            Accepted: 4/1/2026 10:50:53 AM            ID: 2319e683-c507-442b-aa6e-d41144c62b29</p>	<div style="border: 2px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 4/1/2026 10:52:25 AM            Viewed: 4/1/2026 10:52:44 AM</p>
<p>Chad Alexis            Chad.alexis@fultoncountyga.gov            Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>            Accepted: 4/3/2026 12:50:43 PM            ID: 66989d78-7bce-42e2-baea-65465185e7b1</p>	<div style="border: 2px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 4/3/2026 12:51:06 PM            Viewed: 4/3/2026 12:51:56 PM</p>
<p>Dian DeVaughn            Dian.DeVaughn@fultoncountyga.gov            Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>            Not Offered via Docusign</p>	<div style="border: 2px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 4/6/2026 3:13:31 PM            Viewed: 4/6/2026 3:20:03 PM</p>
<p>Anne Wilson            Anne.Wilson@fultoncountyga.gov            Fulton County Government            Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b>            Not Offered via Docusign</p>	<div style="border: 2px solid blue; padding: 5px; display: inline-block; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 4/6/2026 3:13:31 PM            Viewed: 4/6/2026 3:19:29 PM</p>

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/18/2026 4:24:17 PM
Envelope Updated	Security Checked	3/18/2026 4:34:15 PM
Envelope Updated	Security Checked	3/26/2026 9:23:26 PM
Envelope Updated	Security Checked	3/26/2026 9:23:26 PM
Envelope Updated	Security Checked	3/31/2026 7:30:33 PM
Envelope Updated	Security Checked	3/31/2026 7:32:52 PM
Envelope Updated	Security Checked	3/31/2026 7:56:13 PM
Certified Delivered	Security Checked	4/6/2026 3:13:22 PM
Signing Complete	Security Checked	4/6/2026 3:13:29 PM
Completed	Security Checked	4/6/2026 3:13:31 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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## **CONSUMER DISCLOSURE**

From time to time, Carahsoft OBO Fulton County, Georgia (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

### **How to contact Carahsoft OBO Fulton County, Georgia:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [glenn.king@fultoncountyga.gov](mailto:glenn.king@fultoncountyga.gov)

**To advise Carahsoft OBO Fulton County, Georgia of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [glenn.king@fultoncountyga.gov](mailto:glenn.king@fultoncountyga.gov) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

**To request paper copies from Carahsoft OBO Fulton County, Georgia**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [glenn.king@fultoncountyga.gov](mailto:glenn.king@fultoncountyga.gov) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with Carahsoft OBO Fulton County, Georgia**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [glenn.king@fultoncountyga.gov](mailto:glenn.king@fultoncountyga.gov) and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

\*\* These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were

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