



### Request for Vendor Contract Update

Pursuant to the terms of your awarded vendor contract, all vendors must notify and receive approval from Region 4/OMNIA Partners, Public Sector when there is an update in the contract. No request will be officially approved without the prior authorization of Region 4. Region 4 reserves the right to accept or reject any request.

**Kimball International Brands, Inc.** \_\_\_\_\_

hereby provides notice of the following update to

Contract number: R240108 (Vendor Name) for Furniture, Installation, and Related Services

(Contract Title)

on this date 2/11/26.

**Instructions:** Vendors must check all that may apply and shall provide supporting documentation. Place your initials next to each item to confirm that documents are indeed included. Request received without supporting documentation will be returned.

**Authorized Distributors/Dealers**

- Addition
- Deletion
- Supporting Documentation

**Products/Services**

- New Addition
- Update Only
- Supporting Documentation

**Discontinued Products/Services**

- Supporting Documentation

**States/Territories**

- Supporting Documentation

**Price Update**

- Supporting Documentation

**Material Change**

- Assignment
- Change in Ownership (Sale/Purchase)
- Bankruptcy
- Acquisition
- Merger
- Supporting Documentation

**Other** \_\_\_\_\_

- Supporting Documentation

**Notes:** Vendor may include other notes regarding the contract update here: (attach another page if necessary). For material changes, indicate the name of the company of the awarded supplier and the official name of assigned or added company.

On January 27, 2026, Kimball International announced to its distribution partners a list price adjustment effective March 30, 2026. This adjustment represents an average increase of less than 3% across the portfolio, with individual increases of 0%, 2%, and 6% varying by series across the Kimball, National, Etc., Interwoven, and David Edward brands. For additional details, please refer to the attached letter and pricing chart.

We respectfully request that these updates be applied to the above-referenced OMNIA R240108 effective March 30, 2026.

Additionally, an updated authorized dealer list is included for your review and approval.

Signature of Vendor: Kelli Jenkins Digitally signed by Kelli Jenkins  
Date: 2026.02.12 11:24:56 -05'00'

Submitted By: Kelli Jenkins

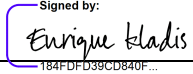
Title: Vertical Markets Contracts Manager

**Approved Date:** 3/4/2026 | 10:49 AM CST

**Denied Date:** \_\_\_\_\_

**Region 4 ESC 1<sup>st</sup> Review:**   
Initials

Contact Phone Number: 812-639-4196

Region 4 ESC:  Signed by: Enrique Ladis  
184FDFD39CD840F... Signature

Email Address: kelli.jenkins@kimballinternational.com

**For material changes, the awarded contract holder and/or subsequent assignee agrees to and understands the following principles:**

i. **Contract holder reference.** If the contract holder undergoes a merger, acquisition, or partial assignment, in which case they still maintain the contract, then all transactions made under the existing contract number (including purchase orders) must reference the name of the awarded contract holder. The exception to this requirement is if the contract holder no longer holds the contract or if the company has been acquired by another company and undergone a name change. Notice of the authorized name change, to the existing contract, must be provided and approved by Region 4.

In instances where the contract holder has acquired a separate and distinct company, and it is necessary to designate those certain purchases facilitated by the non-contract holder, then this designation may be made if, and only if, the contract holder is also referenced on the transaction.

ii. **Maintenance of records.** Both the awarded contract holder and subsequent assignee agree to remain responsible for maintaining all auditable records, including documents kept in the ordinary course of business and sales invoices, related to OMNIA Partners, Public Sector and/or contract number pursuant to the statutory requirements identified in the vendor contract.

iii. **Payments.** Both the awarded contract holder and subsequent assignee agree that all payments made by participating entities must be made directly to the contract holder, unless otherwise approved by Region 4. Accordingly, both parties acknowledge that in instances where it is necessary to designate the purchases facilitated by assignee, that the contract holder must also be referenced on the purchase order.

iv. **Handling of Proprietary and/or Confidential Information.** In accord with the terms of the contract, both awarded vendor and assignee agree that at all times it will hold in strict confidence and not disclose to any third party Confidential and/or Proprietary information of Region 4, except as approved in writing by Region 4, and will use the Confidential Information for no purpose other than providing services under the contract. Both awarded vendor and assignee shall only permit access to Confidential Information to those of its employees or authorized representatives having a need to know and who have signed confidentiality agreements or are otherwise bound by confidentiality obligations at least as restrictive as those contained herein.

This document is to be construed in strict accordance with the terms and conditions outlined in the Region 4/vendor Master Agreement referenced herein. Both awarded vendor and assignee agree to uphold the vendor obligations set forth in the vendor agreement. This Agreement will become effective when signed by all parties.