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November 3, 2020

Ms. Aissa Acevedo
Ricoh USA, Inc.

Delivered via e-mail: aissa.acevedo@ricoh-usa.com
Term: July 1, 2020 – December 31, 2021

Re: Project No.: 2020-617
18 Month Lease Extension for Justice of the Peace Precinct 2, Place 2, Ricoh-USA,
Inc. Contract No. 429301-3521608

Dear Ms. Acevedo,

We would like to inform you that pursuant to Commissioners' Court action taken on November 3, 2020, under agenda item 78069, Hidalgo County would like to continue service with an 18 month Lease Extension on contract number **429301-3521608** for the equipment listed below.

Model	Serial Number	C-Serial Number	Equipment ID
Ricoh MPC4504	G716M511086	C85101465	13828919

Please accept this as a Request to Continue Service and please continue billing the contract immediately for \$250.89 (10% discount from original lease payment). We thank you for your continued interest in doing business with the County of Hidalgo, Texas. Should you have any additional questions, please feel free to call me at extension 4855.

Sincerely,

Samuel Gonzalez
Contract Specialist I