

Gateway Equipment Loaner Agreement

COFFEE PROGRAM TERMS AND CONDITIONS

LOC: 412705

The terms of this agreement between Gateway Printing & Office Supply, Inc. (hereafter referred to as "Gateway") and Hidalgo County Properties is for a period of one year from date of signature. This agreement will become effective upon signature and date of execution and automatically renews annually for one-year periods unless canceled by either party in writing with a thirty-day notice or Hidalgo County Properties discontinues buying coffee/tea, creamers and filters from Gateway per the terms of this agreement. If this agreement terms and conditions are not met Gateway has the right to pick up all loaner equipment immediately.

Gateway agrees to provide loaner equipment to Hidalgo County Properties as listed on Equipment Loaner Equipment/Coffee Program List, Attachment "A".

This agreement will remain in effect if Hidalgo County Properties agrees to exclusively purchase coffees, teas, breakroom and filter supplies from Gateway on an ongoing and continuous basis.

Hidalgo County Properties agrees not to utilize Gateway's loaner equipment with any coffee and tea products not supplied by Gateway. This equipment will be located and installed as listed and specified in the Equipment Loaner Agreement/Coffee Program List, Attachment "A".

Gateway will be responsible for keeping the loaner equipment maintained and in working order. However, Gateway is not responsible for damage caused by the customer or any damage that may occur due to improper use or leakage of the loaned equipment. In addition, Gateway will not be held responsible for any plumbing outside of the loaned equipment.

Equipment Maintenance: Gateway shall install, maintain and repair all equipment in accordance with the manufacturers recommended specifications during the term of this agreement at no additional charge.

Additional Information:

- Replacement Program: If the loaner equipment cannot be repaired, Gateway will replace it with a model that is equal to the original equipment.
- Gateway will provide a quarterly cleaning of all loaner equipment on site at no additional charge.
- Gateway will replace the water filter every six months on all plumbed in units (*replacement \$22.85 filter fee applies*).
- The title and rights to all loaner equipment shall always remain with Gateway during the term of this agreement.
- All coffee/tea products used in the loaner equipment associated with this agreement must be purchased from Gateway.
- Hidalgo County Properties will not hold Gateway liable for any personal injury or property damage except when it is solely attributable to negligence by Gateway or its employees. This warranty does not cover caused by the equipment, consequential or incidental damages such as property damage, misuse, and abuse and does not cover incidental costs and expenses resulting from any breach of this warranty.
- Either party has the right to opt out of this agreement with a 30-day written notice if any of the above terms are not met.

Edel Diaz
Edel Diaz, Director of Breakroom Services
Gateway Printing & Office Supply, Inc.

6/23/2026
Date

Customer

Date



Your Business Solutions Experts!



SAN ANTONIO & CENTRAL TEXAS 210 650-3995 | GREATER HOUSTON AREA 281 277-6500
CORPUS CHRISTI & COASTAL BEND AREA 361 225-0772 | RIO GRANDE VALLEY 956 383-3861

GatewayP.com

Equipment Loaner Agreement / Coffee Program List

Hidalgo County

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