

**SWIFTSPACE INC. GSA Contract  
Authorized Participating Dealer Agreement  
GS-27F-001AA  
NACIS: 337214**

Please read by the terms below, sign and return a copy to Swiftspace Inc., in care of our GSA Contract Administrator, Sheila Ruthardt, in order to receive authorization to use the Swiftspace Inc GSA Contract #GS-27F-001AA as a Participating Dealer.

\*I agree to use this contract to offer Swiftspace Inc product to eligible GSA users authorized to buy on schedule.

The following may be found on the Swiftspace GSA Contract Section of the Swiftspace Web Site:

\*GSA Federal Supply Schedule

\*GSA Registration Procedures

\*GSA Credit Card Form

\*GSA Registration Form

\*I agree to abide by the GSA Discounts per the current GSA Contract and the following terms and conditions:

\*Installation is currently an open market item and can be added to the purchase order as a pass-through. This line item must be marked as "OM" to the customer to protect Swiftspace in case of a GSA Audit. Swiftspace will invoice the customer the install charge in full and reimburse to Authorized Participating Dealer after Swiftspace has been paid along with GSA Dealer Commission.

\*Installation is not an Open Market item if order is going through a Contract Package Holder who offers various ancillary services under their contract.

\*Discounts stated in GSA Contract will be adhered to. In the case of larger projects, any additional discounting must be approved by Rob Way.

\*For any orders going through an "Authorized Contract Package Holder", all orders must be sent to our Contract Administrator, for proper processing. Orders must be in compliant with Swiftspace's GSA Contract Terms and Conditions and must be at GSA Pricing.

\*Contract Package Holders with a CTA Agreement with Swiftspace will report the IFF on their GSA Contract for their services and Swiftspace will report the IFF on the Swiftspace Products.

\*Contract Package Holders may team with Swiftspace on a case-by-case basis for an individual order and each party will report their own IFF.

**Note:** \*Any order billed by the dealer is subject to approval by our Credit Department. A deposit may be required in certain cases.



Registration Procedures: All projects must be registered and approved by Rob Way.  
Please see attached Registration Procedures that apply.

By signing and returning this agreement to Swiftspace Inc, the dealer agrees to adhere to the terms noted above.

Swiftspace Inc. reserves the right to refuse or revoke authorization in the case that these terms are not adhered to by the dealer.

Sales volume will be reviewed annually and Swiftspace also reserves the right to remove a dealer for lack of sales.

Swiftspace will send out a GSA Participating Dealer Agreement on an Annual basis for renewal in order to remain active.

If authorization is refused or revoked, dealer will be notified in writing.

New Application	_____	Renewal Application	_____	Date of Initiation/ Renewal	_____
Interested in CTA with Swiftspace	_____				

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Name of Authorized Company Representative  
Whose signature appears below (Please Print): \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Rob Way, CEO of Swiftspace Inc.

Attachments: GSA Registration Form, GSA Credit Card Form  
GSA Dealer Registration Procedures, GSA Dealer Federal Supply Schedule

To ensure our records are up to date, please provide a list of all sales and design personnel involved in GSA projects, either using this form or on a separate sheet. **Please include:**

Name	Direct phone	e-mail address
Office Location	Cell Phone	