

Initial Order Form

THIS INITIAL ORDER FORM ("**Order Form**") is a binding agreement between RingCentral, Inc. ("**RingCentral**"), entering into this Initial Order Form through its agent Avaya Inc. ("**Avaya**") and City of Forest Park ("**Customer**"), for the purchase of the services, licenses, and products listed herein, and is subject to the terms and conditions specified in the applicable Agreement between the Parties. Capitalized terms not defined herein shall have the same meanings as set forth in the applicable Agreement between the Parties. Avaya represents that it has the authority as RingCentral's agent to bind RingCentral to this Order Form.

Customer	
Customer	City of Forest Park
Address	745 Forrest Pkwy
City, State & Zip Code	Forrest Park, GA 30297
Signatory Contact Name	Josh Cox
Phone	4046082310
E-mail Address	jcox@forrestparkga.org

Service Commitment Period	
Start Date	May 23 rd , 2022
Initial Term	36Months
Renewal Term	24 Months

Payment Schedule	
Payment Schedule	Monthly Payment Schedule

Summary of All Services					
Service	Charge Term	Qty	Rate	Monthly Subtotal	One-time Subtotal
Compliance and Administrative Cost Recovery Fee	Monthly	199	\$3.50	\$696.50	\$0.00
e911 Service Fee	Monthly	199	\$1.00	\$199.00	\$0.00
DigitalLine Unlimited Standard	Monthly	127	\$19.49	\$2,475.23	\$0.00
DigitalLine Basic	Monthly	72	\$14.99	\$1,079.28	\$0.00
Existing Phone	One - Time	127	\$0.00	\$0.00	\$0.00
Avaya Cloud Office for Desktop	One - Time	72	\$0.00	\$0.00	\$0.00
New Service Amount *				\$4,450.01	\$0.00
Total Initial Amount *				\$4,450.01	

*Amounts are exclusive of applicable Taxes, fees, and/or shipping costs.

Cost Center Billing:

For customers with cost center billing, it is the customer's responsibility to provide cost center allocation information to Avaya at least 10 days prior to the issuance of the invoice. After the information is received, it will be reflected on future invoices, but will not be adjusted retroactively on past invoices. If purchasing additional services through the administrative portal, it is the customer's responsibility to assign cost centers at the time of purchase; otherwise, those services will not be allocated by cost center on the next invoice. Please note that cost center allocation is not available for certain items, such as minute bundles and credit memos. For additional questions, please contact the Avaya invoice billing team at ACObilling@avaya.com.

Special Terms and Notes:

- **1. FEATURE.** Customer's subscription entitles it to all features that are ascribed to the ACO Standard Edition as they are described in the ACO website, as well as the features that follow:
 - Single Sign On;
 - Inbound Caller ID Name; and
 - Hot desking.

Credit:

Customer will be entitled to receive a one-time credit in the amount of \$13,350.03. This credit will be applied against charges for recurring Services, (and any taxes and fees associated with those Services), included in future invoices issued by RingCentral to Customer until the total amount of the credit is used. The Customer will be responsible to pay for any additional services and products, including without limitation, additional lines and extensions, one-time services, usage base fees and bundles, IP devices, and their associated taxes and fees. This credit is non-transferable and non-refundable, and the entire amount is void if the Agreement is terminated within the first 30 days; after that, any unused amount will expire immediately upon termination of your Agreement.

IN WITNESS WHEREOF, the Parties have executed this Order Form through their duly authorized representatives.

Customer

City of Forest Park

for and on behalf of RingCentral, Inc.

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____