



Kronenwetter Audio, Video, and Control Upgrades

Proposal # 16923

Prepared for:

Proposal Issued: 4/24/2023

Name: Bobbie Birk-LaBarge
Company: Kronenwetter Municipal Center
Address: 1582 KRONENWETTER DR
MOSINEE, WI 54455

Proposal Valid to: 5/1/2023

Statement of Confidentiality

This document is proprietary and confidential. No part of this document may be disclosed in any manner to a third party without the prior written consent of Arrow Audio Inc..

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Presented by: Timothy Perkins
Arrow Audio Inc.
1209 Fullview Drive
Appleton, WI 54913

Date Issued: April 24, 2023

Phone: (920)731-4888 EXT 344
Cell: (920)737-7612
Fax: 9207314640
Email: timothy@arrowavgroup.com

Scope of Work

PROJECT OBJECTIVE

The objective of this project is to provide updates to the existing video and control systems that will support modern digital video presentation system standards, streaming/recording, and video conferencing. This proposal is itemized by section for future/phase budgetary planning.

FUNCTIONS AND FEATURES

To achieve the stated project objective, the following functionality will be delivered:

Audio Upgrades - (Previously completed)

- A new, modern digital signal processor will replace the existing 3 audio processing devices, currently in use. This will allow optimization of all microphones and audio sources, acoustical echo cancellation and direct VoIP phone system integration in support of conference calling and video conferencing, and improved audio quality through the ceiling speakers.
- Twelve new 6.5" ceiling speakers will replace the existing ceiling speakers.
- The existing touch panel and control system will be reprogrammed to accommodate the audio upgrades listed above.
- While onsite, the existing Mersive wireless collaboration device will be assessed and serviced, if possible. It has been noted that connectivity intermittently drops. This may be due to device, device settings, network settings, or WiFi issues.

FYI (short-term). Rack Output for Audio to Owner's Audio Devices

- A temporary, no-cost option exists. The clerk's wall plate has 5 cables. One cable goes out to the court recording computer. If the court hearings are not being recorded on the court recording computer, you can unplug the cable listed as "court recording out". Then, plug a cable in that with the proper connections to your recording device. Keep in mind that you no longer have audio going to the court recording computer when you make this change.

A. Rack Output for Audio to Owner's Audio Devices

- A new output plate will be installed in the equipment rack with XLR and RCA outputs. The owner may plug their audio recording devices into these outputs.
- The audio content will be a mix of all sources of audio (same as ceiling speakers).

Note: our records show that the programming to bring in phone calls is set up correctly. It is noted that this feed has a lot of distortion/static. While onsite for the section A. installation, we recommend you have your VoIP phone provider meet us onsite. Additional programming adjustments are needed in the VoIP phone interface to correct the distortion/static issues.

B. Digital Network Audio Recorder

- A digital network audio recorder will be put into the equipment rack. Recording to this device will be initiated by pressing a button on the system control touch panel.
- The digital network audio recorder will save content onto an SD card and may also be connected to your network for storage on network devices or streamed to web page. (Network setup will be required by the owner's IT personnel.)

C. Video Upgrade

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- This video infrastructure is required to update the system to current digital video transmission, 16:9 modern aspect ratio standards, and integration of video conferencing technology, such as Zoom or Teams.
- In this system, licensing is included to take advantage of the USB port on the new touch panel. If users launch video conferencing from their laptop computers, a USB cable will allow that computer to interface with the audio and video systems in the room.
- The Judge, podium, and two lawyer video inputs will be upgraded to HDMI. (A popular option is to remove HDMI at the podium and provide it at the clerk's desk, instead)
- The existing touch panel will be removed and replaced with a single, new 10" touch panel at the Judge's desk. (Video monitoring from the touch panel will not be available.)
- This system will take advantage of the owner's existing Mersive wireless collaboration device. (It has been determined that the Mersive system is partially operational for static video images, only.)
- Video will be sent to the single existing 82" display. Audio and control over the display will also be integrated with the rest of the system. Additional displays may be added, as described below.
- This system also includes a digital audio and video recording system, which has the ability to be controlled from the touch panel, and/or be set to automatically stream to a single destination or service selected by the owner. (Network setup will be required by the owner's IT personnel.)

Note: A recommended upgrade (not included in this pricing) is an additional touch panel at the Clerk's station. This allows meetings to be run from a second location.

D. Video Upgrade - Two Additional 82" Displays

- An option is provided to add two 82" displays, along with the associated mounts, HDBT receivers, cabling, programming, and installation.

E. Video Conferencing Cameras

- This system also includes two 12x zoom PTZ cameras for integration with the owner's Zoom or Teams video conferencing soft codec systems on user's laptop computers. The cameras will be controlled from the new touch panel or user's laptop computers when using Zoom or Teams.

F. Wireless Presentation and Video Conferencing

- A wireless presentation and video conferencing system can be added. By plugging a USB dongle into a user's laptop, presentation and video conferencing can be done wirelessly.
- This includes the ability to take over any audio, video, or PTZ cameras in the system.

IN SCOPE

- Arrow AV Group shall furnish:
- All products as listed within the 'Proposal' section of this document.
- All wire, connectors and cabling necessary.
- All labor related to physical installation, programming, tuning, testing and alignment of the Products listed, as required to deliver the stated functional requirements.
- Travel and expenses directly attributable to in-scope labor.
- Programming, testing, tuning and alignment of all systems to deliver the above stated functionality.
- All devices to facilitate system operation, regardless of its inclusion in the Specification. Such devices include but are not limited to power supplies, impedance matching devices, thermal management devices, transformers, line pads, line amplifiers, EDID emulators, signal repeaters, cable equalizers, relay and LED power supplies, and other devices as necessary to interface, control, or balance the AV systems.
- All components necessary to mount, install and secure the system components, including but not limited to fasteners, mounting brackets, rack hardware, termination plugs, jacks, faceplate mounting hardware, and other unique components as necessary to securely mount equipment and panels. All equipment not specified as portable shall be

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held firmly in place and supported with structure capable of supporting the load with a minimum safety factor of 5:1 or as approved by the equipment manufacturer or Professional Engineer.

- An Operation and Maintenance Manual in electronic form, which will include all manuals for supplied products, system operational procedures, system schematics (line diagrams) and wiring diagrams.
- One formal training session at the customer's site, upon completion of installation.

OUT OF SCOPE

The following items are not included within the scope of the Installing Contractor:

- **Electrical system installation, conduit, pathways and raceways.**
- Integration with building lighting systems, shades or other systems.
- Installation of bracing, backing and other mounting provisions.
- Any other work or product not explicitly listed as 'In Scope' above.

ASSUMPTIONS

This proposal is dependent upon the following:

- All owner furnished equipment proposed for system shall be in like-new functional condition.
- Owner-furnished equipment shall be available no less than one week prior to the start of audiovisual systems integration activities on-site.
- Electrical Service and conduit is provided as specified and in coordination with the Installing Contractor(s).
- Proposal is accepted within 30 calendar days of quotation.
- All owner and other contractor responsibilities are fulfilled as required in a manner which does not impede the audiovisual system installation schedule. (See next section for a list of these responsibilities).
- If these assumptions prove to be untrue, a change order will be required to accommodate changes in schedule, pricing, components, or any combination of these items.

OWNER AND OTHER CONTRACTOR RESPONSIBILITIES

- The following are the responsibility of the owner or its contractor:
- Provide access to the work site during the hours of 8:00am to 5:00pm Monday through Friday.
- Provide, install, and terminate any computer network and/or telephone lines.
- Ensure cable pathways are provided as need to complete project.
- Provide and install all conduit and electrical boxes, including floor boxes.
- Provide and install all high voltage electrical wiring.
- Custom alterations made to furniture to accommodate AV installation.
- Paint and patch of building structure and ceiling finishes.

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Proposal Details

PART DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
<u>A. Rack Output for Audio to Recording Device</u>			
XLR and stereo RCA outputs	1.00	\$38.00	\$38.00
3SP FLAT ANOD.ALUM.BLANK	1.00	\$32.81	\$32.81
12FT 3.5MM(M) TO RCA MALE	1.00	\$9.26	\$9.26
MISCELLANEOUS MATERIALS	1.00	\$65.00	\$65.00
INSTALLATION SERVICES - ENGINEERING, PROGRAMMING, ON-SITE INSTALLATION	1.00	\$760.00	\$760.00
<u>A. Rack Output for Audio to Recording Device Total:</u>			\$905.07
<u>B. Digital Network Audio Recorder</u>			
Media Player/Recorder	1.00	\$725.00	\$725.00
64GB ULTRA SDXC CLASS 10 SD CARD	1.00	\$16.86	\$16.86
MISCELLANEOUS MATERIALS	1.00	\$65.00	\$65.00
INSTALLATION SERVICES - ENGINEERING, PROGRAMMING, ON-SITE INSTALLATION	1.00	\$1,425.00	\$1,425.00
<u>B. Digital Network Audio Recorder Total:</u>			\$2,231.86
<u>C. Video Upgrade</u>			
BOARDROOM PRESENTATION SWITCHER	1.00	\$6,749.00	\$6,749.00
4K60 4:4:4 HDR WALL PLATE TX - BLACK	4.00	\$742.50	\$2,970.00
WALL PLATE 4K DIGITALMEDIA 8G+ RECEIVER & ROOM CONTROLLER 100, BLACK TEXTURED	1.00	\$572.40	\$572.40
Q-SYS 10.1 POE TOUCH SCREEN CONTROLLER FOR IN-WALL MOUNTING. COLOR - BLACK ONLY	1.00	\$2,565.00	\$2,565.00
TABLE TOP MOUNTING ACCESSORY FOR TSC-70-G3 AND TSC-101-G3.	1.00	\$368.55	\$368.55
AV BRIDGING FEATURE LICENSE	1.00	\$540.00	\$540.00
H.264 VIDEO STREAMING ENCODER/RECORDER, HDMI, HD-SDI	1.00	\$841.35	\$841.35
64GB ULTRA SDXC CLASS 10 SD CARD	1.00	\$16.86	\$16.86
CATEGORY 6A SHIELDED TWISTED PAIR, DIRECT BURIAL	300.00	\$0.99	\$297.00
CATEGORY 6A SHIELDED TWISTED PAIR, PLENUM, BLACK	200.00	\$0.85	\$170.00
ESTIMATED FREIGHT AND HANDLING COSTS	1.00	\$575.00	\$575.00
CABLE, HDMI M TO HDMI M, 6'	6.00	\$10.47	\$62.82

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MISCELLANEOUS MATERIALS	1.00	\$650.00	\$650.00
CABLE, HDMI M TO HDMI M, 15'	2.00	\$17.57	\$35.14
INSTALLATION SERVICES - ENGINEERING, PROGRAMMING, ON-SITE INSTALLATION	1.00	\$14,950.00	\$14,950.00

C. Video Upgrade Total: \$31,363.12

D. Video Upgrade - Two Additional 82" Displays

82" UHD DISPLAY W/ 3 YEAR WARRANTY, RS-232 ADAPTER AND USB-EXLINK ADAPTER, BLACK	2.00	\$3,720.60	\$7,441.20
MICRO-ADJUST TILT WALL MOUNT X-LARGE	2.00	\$350.12	\$700.24
WALL PLATE 4K DIGITALMEDIA 8G+ RECEIVER & ROOM CONTROLLER 100, BLACK TEXTURED	2.00	\$572.40	\$1,144.80
CATEGORY 6A SHIELDED TWISTED PAIR, PLENUM, BLACK	200.00	\$0.85	\$170.00
ESTIMATED FREIGHT AND HANDLING COSTS	1.00	\$625.00	\$625.00
CABLE, HDMI M TO HDMI M, 6'	2.00	\$10.47	\$20.94
MISCELLANEOUS MATERIALS	1.00	\$200.00	\$200.00
INSTALLATION SERVICES - ENGINEERING, PROGRAMMING, ON-SITE INSTALLATION	1.00	\$5,950.00	\$5,950.00

D. Video Upgrade - Two Additional 82" Displays Total: \$16,252.18

E. Video Conferencing Cameras

CEILING MOUNT BRACKET	2.00	\$125.55	\$251.10
12X OPTICAL ZOOM 80 HORIZONTAL FIELD OF VIEW, PTZ NETWORK CAMERA, POE, WITH HDMI AND SDI OUTPUT. INC	2.00	\$3,746.25	\$7,492.50
CATEGORY 6A SHIELDED TWISTED PAIR, PLENUM, BLACK	200.00	\$0.85	\$170.00
MISCELLANEOUS MATERIALS	1.00	\$200.00	\$200.00
INSTALLATION SERVICES - ENGINEERING, PROGRAMMING, ON-SITE INSTALLATION	1.00	\$1,740.00	\$1,740.00

E. Video Conferencing Cameras Total: \$9,853.60

F. Wireless Presentation and Video Conferencing

4K WIRELESS CONFERENCE SET W/2 USB-C BUTTONS & HDMI AUTO SWITCH INPUT	1.00	\$3,037.50	\$3,037.50
USB-C F TO USB-A M USB ADAPTER	2.00	\$9.44	\$18.88
RG6U COAXIAL CABLE, PLENUM, BLACK	150.00	\$0.44	\$66.00
MISCELLANEOUS MATERIALS	1.00	\$65.00	\$65.00
INSTALLATION SERVICES - ENGINEERING, PROGRAMMING, ON-SITE INSTALLATION	1.00	\$2,450.00	\$2,450.00

F. Wireless Presentation and Video Conferencing Total: \$5,637.38

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PART DESCRIPTION

QTY

UNIT PRICE

TOTAL PRICE

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Terms, Conditions, Payment, and Acceptance

Arrow Audio Inc. (d.b.a. Arrow AV Group), hereinafter referred to as **AAVG**, **WE**, **US** or **OUR** and:

Kronenwetter Municipal Center
1582 KRONENWETTER DR
MOSINEE, WI, 54455 USA

Hereinafter referred to as the **CUSTOMER**, **YOU** or **YOUR** agree as follows:

1. **Equipment:** **AAVG** hereby agrees to sell the equipment, including all parts and services herein after called "the equipment" as listed in this proposal. **AAVG** may substitute comparable equipment with **CUSTOMER's** consent. Deliveries may be made in installments.
2. **Installation and Location:** **AAVG** will install the equipment at:

Kronenwetter Municipal Center
1582 KRONENWETTER DR
MOSINEE, WI, 54455 USA
Point of Contact: Bobbie Birk-LaBarge

in accordance with the scope of this proposal as accepted by the **CUSTOMER**.
3. **Payment/Ordering:** Due to the customized nature of your purchase, invoices will be generated as your system design and installation begins. Upon order of equipment for your project, invoices will be generated immediately. Progress billing for installation services will be periodically invoiced. **AAVG** has proposed this project based on a cash or check payment. Payment by credit card will incur a 4% convenience fee. Terms on invoices are 15 Days net. Finance charges of 1.5% per month will be imposed and collected on unpaid balances 31 days and older. **AAVG** may deem this contract in default and immediately terminate it if the payment is delinquent in excess of thirty (30) days. If **CUSTOMER** is in default on payment of invoice(s) and fails to cure such default within ten (10) days after receiving written notification of such default, the **CUSTOMER** agrees to pay any reasonable Attorney's Fees, non-recoverable equipment costs, as well as associated installation costs in the event the amount in default is placed in the hands of an Attorney for collection.
4. **Service/Maintenance:** The system will be covered for one year after completion under **AAVG's** workmanship warranty as outlined within this document. After the first years' included coverage, **CUSTOMER** has the option of extended warranty programs at the end of one year or can choose to pay for service calls at **AAVG's** prevailing rates. **AAVG** does not warrant that the operation of **CUSTOMER** equipment shall be uninterrupted.
5. **Liability:** **AAVG** will exercise all reasonable efforts in furnishing the services and equipment provided herein, but shall not be liable for delays or failure due to force majeure, Government, services difficulties, failure of transportation, or other causes beyond the control of **AAVG**. It is recognized that **CUSTOMER** equipment contains memory or other devices which have accumulated substantial data. **AAVG** shall not be liable to the **CUSTOMER** if any such data is lost or rendered inaccurate, unless such loss or inaccuracy is the result of **AAVG's** gross negligence. IN NO EVENT SHALL **AAVG** BE LIABLE FOR SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES WHETHER IN CONTRACT, OR TORT.
6. **Changes:** Any changes to the products or performance requirements detailed in this proposal, whether initiated by **AAVG** or **CUSTOMER**, must be approved by both parties through a written change order detailing the changes and associated cost increases or savings for your system.
7. **Termination:** Written notice of termination for cause shall be provided to the other party and termination shall be effective ten (10) days after receipt of said notice. In the event of termination by the **CUSTOMER**, **CUSTOMER** agrees to pay **AAVG** for all non-recoverable equipment costs as well as associated installation charges.

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8. **Delivery and Installation:** AAVG installation crews are scheduled many weeks in advance. We require an 8 to 16-week period to acquire the many custom components, complete final engineering and to permit prefabrication, programming and testing of components. Any deviation from this schedule requires specific discussion and mutual acceptance of an alternative time frame. Once your contract and any applicable down payment are received, all submittals requiring **CUSTOMER** approval will be generated and submitted. Once **CUSTOMER** approves all submittals and documents the project will be scheduled for installation.
9. **Product Availability:** AAVG reserves the right to replace any items listed within this proposal with a like model from the same manufacturer. Due to the fact that model numbers and product lifecycles fluctuate within our industry, a new or altered model name may require these changes.
10. **Designs and Parts List:** AAVG is happy to provide you with all of our design documentation should you choose not to use AAVG for the sales and installation of your systems. A design fee of 7.5% of the total proposal price is required and upon receipt, AAVG will produce all design documentation including parts lists, line-item pricing and schematic drawings.
11. **Training:** Training on the operation of your system will be provided to all interested users within your organization. A training session will be scheduled upon the completion of system installation. Every effort will be made to ensure your staff is comfortable with system connections and operation. Please note that training will occur only after final acceptance of your system, and will coincide with the delivery of your custom instruction manuals and as-built drawing set. Training Session will be scheduled for a 2-hour block unless otherwise specified within AAVG documentation.
12. **Owner/Contractor responsibilities:** Refer to attached SCOPE OF WORK for additional **CUSTOMER** responsibilities.
13. **Warranty:** All systems designed and installed by AAVG include our exceptional on-site warranty, which ensures the reliability and performance of your new system investment. On-site service is provided at no cost for one full year from the date of **CUSTOMER** acceptance. This warranty covers all new installed electronic equipment and workmanship, to include all equipment, wire and connectors installed by AAVG as part of the listed audio/video system, provided by our staff. Any changes made to the system by any party other than AAVG or one of its approved contractor's during the warranty period will void the warranty. Except as specified below, your AAVG warranty covers any defects in the material and workmanship of the product specified by job number noted within this agreement. The fitness of warranty coverage shall be at the sole discretion of AAVG. This warranty excludes incidental or consequential damages of any kind, failures due to normal wear-and-tear or force majeure. AAVG shall bear no financial responsibility for any loss of use of the aforementioned audio/video system due to failures covered or not covered by this warranty.
14. **Troubleshooting:** Phone assistance is available during normal business hours, Monday through Friday, 8 a.m. to 4:30 p.m.
15. **On-Site Service:** On-site warranty service as required during this agreement period will be furnished at no cost to the **CUSTOMER** during normal business hours.
16. **Repair Coverage:** Parts and services for repair of equipment and wiring permanently installed by AAVG are included under this agreement. Discontinued parts and equipment may be terminated from the agreement.
17. **Loaner Equipment:** In the event of equipment failure, loaner equipment will be provided subject to availability.
18. **Response Time:** Response to service requests shall be within one business day.
19. **Exceptions this agreement does not cover:**
 - Repairs to, or replacement of, Owner Furnished Equipment (OFE) or services related to remedy issues with said OFE.
 - Repairs or service required as a result of misuse, abuse, unauthorized modification, or force majeure
 - Consumable accessories including lamps, batteries, external cables, etc.
 - Changes to accepted programming
 - Image "burn in" on display devices
 - Videoconferencing equipment (service plans are available specific to videoconferencing equipment.)
20. **Insurance.** AAVG shall maintain insurance including, but not limited to general liability, umbrella and workers compensation, in reasonable amounts given the scope of services and AAVG's overall business generally. AAVG shall name **Customer** as an additional insured under all such policies and provide proof of coverage upon **Customer's** request.

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21. **Indemnification.** From and after the date set first set forth above, **AAVG** shall indemnify and hold harmless **Customer**, its directors, officers, personnel, successors and assigns ("**Customer** Indemnitees") from and against and in any respect of any loss, damage, cost, expense, penalties, fees, fines, charges, liability, obligation, claim, action, suit, demand, judgment and, if applicable, reasonable attorneys' fees and litigation-related expenses (collectively, "Liability") sustained, incurred or paid by any **Customer** Indemnitee for a third party claim in connection with, resulting from or arising out of: (a) any breach of a representation or warranty on the part of **AAVG** hereunder; (b) any breach or nonfulfillment of any covenant, obligation or agreement on the part of **AAVG** hereunder; (c) any violation of law; (d) any employment-related claims by any employee, independent contractor, agent or representative of **AAVG**; or (e) the gross negligence or misconduct of **AAVG**.
22. **Certain Representations and Warranties.** **AAVG** represents and warrants that (i) all materials used to provide the services are appropriate and fit for the performance of the services, (ii) the services will be provided in a professional and workmanlike manner in accordance with accepted industry standards and (iii) the services will be performed in accordance with all applicable laws, regulations, rules, and governmental requirements.
23. **Notices.** Any notices, consents other communication required to be sent or given hereunder by any of the parties shall in every case be in writing and shall be deemed properly given if (a) delivered personally or (b) delivered by a recognized overnight courier service, to the applicable party at its addresses as set forth below or at such other addresses as may be furnished in writing:

If to **Customer**:

Customer Name. _____

Attn: _____

If to **AAVG**:

Arrow Audio Inc. _____

Attn: _____

24. **Governing Law and Venue.** This agreement shall be construed in accordance with and governed by the internal laws of the State of Wisconsin and the federal and state courts located in Outagamie County, Wisconsin shall have exclusive jurisdiction over any dispute arising hereunder or relating hereto.
25. **Amendments.** This Agreement includes the items above as well as any additional terms and conditions as specifically included in Amendment "A" which must be attached and signed by both parties to this agreement.

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Agreement

AGREEMENT

By signing below, both the **CUSTOMER** and **AAVG** acknowledge that they have read, understood and agree to be bound by the terms and conditions of this agreement, and that the persons signing are duly authorized to do so. Facsimile and scanned signatures shall be considered the same as original signatures.

Accepted and Approved for:

Arrow Audio Inc. (d.b.a. Arrow AV Group)

Project Summary

Equipment:	\$38,968.21
Services:	\$27,275.00
Subtotal:	\$66,243.21
Tax:	\$0.00
Total:	<u>\$66,243.21</u>

By: _____

Print: Timothy Perkins

Title: Salesperson

Date: April 24, 2023

By: _____

Print: _____

Title: _____

Date: _____

PO#: _____

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