TOSHIBA
Leading Innovation >>>

PageSmart Change Request Form

PageSmart Managed Print Services

GENERAL CONDITIONS

Terms: All terms and conditions of the EID Copy/Printer/Fax Dealer Agreement and PageSmart Order Request Form, and all addenda thereto are incorporated to this form by reference.

Advanced Inspection: Assets must be in good operating condition, with 25% minimum toner/supply level. Toshiba will bill Dealer for initial supply replenishment for devices below 25%.

Meters will be collected through Toshiba's Meter Collection software. Only networked assets that are visible with such software are eligible for coverage on the PageSmart Program.

IMAC: Requests to add or remove assets will be effective in the next billing cycle. Toshiba reserves the right to increase the quoted price for the account based on the new asset information. Toshiba reserves the right to deny coverage for any asset.

Service: Equipment must be in good operating condition within a 30 day period. Maintenance service for newly added equipment is subject to begin 30 days from add request.

Submit completed forms to PageSmart@tabs.toshiba.com

DEALER INFORMATION

DEALERSHIP:	CONTACT NAME:		
TITLE:	CONTACT TITLE:		
ADDRESS:	CITY:	STATE:	ZIP:
TELEPHONE:	EMAIL ADDRESS:		

CUSTOMER INFORMATION

CUSTOMER: TOWN OF SOUTHAMPTON

TYPE OF CHANGE REQUESTED (check all that apply)

☐ Add Asset ☐ Change Asset Information ☐ Remove Asset

Request (Add, Change, Remove)	Program Type	Model	Serial #	IP Address	Asset ID	Internal Location	Street Address	Primary Site Contact	City	State	Zip	Primary Contact Email

ACCEPTED BY: TOSHIBA AMERICA BUSINESS SOLUTIONS	ACCEPTED BY: DEALER (Signatory has authority to execute)
PRINT NAME:	PRINT NAME:
TITLE:	TITLE:
SIGNATURE: X	SIGNATURE: X
DATE:	DATE: