



TIPS – The Interlocal Purchasing System

C/o Region 8 Education Service Center

Phone: 1-866-839-8477 | Fax: 1-866-839-8472

November 17, 2016

Complete Records Management Inc

Robert English

33817 Hoff Rd

Brookshire, TX 77423

RE: TIPS AWARDED VENDOR ANNUAL CONTRACT RENEWAL

CONTRACT NUMBER: 4111915

CATEGORY: Document Imaging & Duplicating Services

Dear Awarded Vendor,

TIPS – The Interlocal Purchasing System, has reviewed the above listed Awarded Contract for Annual Renewal. Your contract has been **RENEWED**, for an additional 12 months, by the Region 8 Education Service Center Board of Directors, at the regularly scheduled board meeting, held on November 17, 2016.

If you have not reported sales through your TIPS Awarded Contract, please make every effort to promote and encourage TIPS Sales during the next 12 months. Scoring of new awards includes a review of previous TIPS sales.

If you have any questions, please contact the TIPS office at 866-839-8477.

Sincerely,

Kim Thompson

Kim Thompson

TIPS Office Manager