



PACIFIC PAPER & OFFICE SUPPLIES

(Wholesaler & Direct Importer)

38 Genting Lane #02-04 Metal House Singapore 349553

Tel: 6744 5560 Fax: 6744 6862

Email: info@pacificpaper.com.sg

Contract No. _____

SERVICE AND MAINTENANCE CONTRACT

This agreement is made on this day _____ 2007 between Pacific Paper & Office Supplies (PPOS) AND _____ (the Client) for a minimum of 12 calendar months commencing from _____ 2007, subject to the details and terms and conditions as stated below.

| ITEM | MODEL/DESCRIPTION | LOCATION | AMOUNT |
|------|---------------------------|----------|--------|
| | SERIAL NO. PRODUCT NO. | | FREE* |

* Free service & maintenance will only be provided for machine with availability of compatible toner cartridge and subject to Clause (3) below.

TERMS AND CONDITIONS:

1. The Client agrees to make a minimum purchase of at least one piece of Pacific Toner per month for the above model printer directly from PPOS only.
2. All printer related consumables, toners, and/or parts for the above model printer must be purchased from PPOS.
3. Quarterly maintenance service shall be rendered free of charge to the above model printer, up to a maximum of 4(Four) visits/services inclusive of breakdown per calendar year.
4. All costs for the parts that are required to be changed in the course of service maintenance and/or repair shall be borne by the Client.
5. Service calls are during normal working hours : Monday to Friday from 10.00am to 6.00pm except Saturday, Sunday and Public Holidays.
6. Service are on-site the following working day or in exception the same day if schedule permits.
7. An evaluation of the equipment is an essence of this contract, an evaluation fee of S\$40 will be waived if the customer accepts the contract.
8. PPOS accepts no liability or responsibility, for any loss or damage to any property whatsoever real or personal to whomsoever or any loss or expense related to such loss or damage to the Client or any person whomsoever. In no event shall PPOS be liable for indirect, incidental, consequential, punitive or special damages to the Client or any person whomsoever even if PPOS has been advised of the possibility of such damages.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Dated the _____ day of _____ 20_____.

We agree and accept the above-mentioned.

On and Behalf of
Pacific Paper & Office Supplies
Stamp & Signature

Company Stamp & Signature
Name:
Address: