



4845 US Hwy 271 North | Pittsburg, TX 75686  
[www.tips-usa.com](http://www.tips-usa.com) 866-839-8477 [tips@tips-usa.com](mailto:tips@tips-usa.com)

---

April 04,2019

Empire Paper  
Michelle Sheeder  
2708 Central Frwy E  
Wichita Falls, TX 76301

RE: TIPS Contract – **Janitorial and Sanitation Supplies and Services**  
TIPS Contract Number – **170104**

### **Renewal Letter**

Dear Michelle Sheeder,  
TIPS – The Interlocal Purchasing System, has reviewed the above listed Awarded Agreement for Annual Renewal. Your Agreement has been **RENEWED** until its final potential expiration date by the Region 8 Education Service Center Board of Directors, at the regularly scheduled board meeting, held on **03/28/2019**.

This renewal is effective **03/28/2019** to **03/26/2020**. If you have not reported sales through your TIPS Awarded Agreement, please make every effort to promote and encourage Sales under your TIPS Agreement during remainder of the contract term.

If you have any questions, please contact the TIPS office at 866-839-8477.  
If you object to this renewal, please contact TIPS immediately at [Bids@tips-usa.com](mailto:Bids@tips-usa.com).

Sincerely,

**Meredith Barton**  
TIPS Vice-President of Operations  
The Interlocal Purchasing System



*"Purchasing Made Personal"*