



## CONTRACT RENEWAL LETTER

**Date:** October 06, 2023  
**Contract #:** UCPJMU6435  
**Service:** Window Treatments  
**Renewal Period:** 10/23/2023 to 10/22/2024  
**Renewal #:** 1 of 4 One-Yr  
**Issued By:** James Madison University  
Annie Korn, Lead Commodity Contract Officer &  
Project Manager  
Ph: 540-568-3133  
Fx: 540-568-7935

**Contractor:** Commonwealth Blinds and Shades, Inc.  
Attn: Eric DeShazor  
8529 Meadowbridge Road, Suite 500  
Mechanicsville, VA 23116  
Ph: 804-746-9112 ext. 803

**Contract Administrator:** Sam Butler, Residence Life

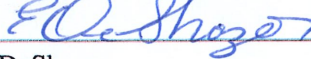
### **Description of Renewal Notice:**

In accordance with the renewal provision of the original contract all terms, conditions, and specifications of the original contract remain the same during the contract renewal period, along with any modifications that have been incorporated up until this point. The contract pricing will remain the same.

All invoices shall be submitted within sixty days of contract renewal term expiration as well as for each subsequent contract renewal period. Any invoices submitted after the sixty day period will not be processed for payment.

Return one executed renewal notice to my attention within ten days.

### **Commonwealth Blinds and Shades, Inc.**

**By:**   
Eric DeShazor

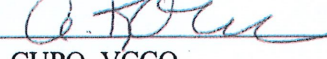
*Name (print)*

Sales Manager

*Title*

  
*Date Signed*

### **James Madison University**

**By:**   
Annie Korn, CBBP, CUPO, VCCO

*Name (print)*

10/6/23

Lead Commodity Contract Officer & Project Manager

*Title*

*Date Signed*