



DocuSign, Inc.  
221 Main Street, Suite 1000  
San Francisco, CA 94105

**Offer Valid Through:** Feb 1,  
2021

**Prepared By:** Grace Tanner  
**Quote Number:** Q-00536765  
**SUBJECT TO APPROVAL**

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## ORDER FORM

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### Address Information

**Bill To:**

City of Waukesha  
201 Delafield St,  
Waukesha, WI, 53188  
United States

**Ship To:**

City of Waukesha  
201 Delafield St,  
Waukesha, WI, 53188  
United States

**Billing Contact Name:**

Chris Pofahl

**Billing Email Address:**

cpofahl@waukesha-wi.gov

**Billing Phone:**

262-524-3565

**Shipping Contact Name:**

Chris Pofahl

**Shipping Email Address:**

cpofahl@waukesha-wi.gov

**Shipping Phone:**

262-524-3565

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### Order Details

**Order Start Date:** Feb 1, 2021

**Order End Date:** Jan 31, 2022

**Billing Frequency:** Annual

**Payment Method:** Check

**Payment Terms:** Net 30

**Currency:** USD

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### Products

Product Name	Start Date	End Date	Quantity	Net Price
eSignature Enterprise Pro Edition - Envelope Subs. (Adopt.Accel.)	Feb 1, 2021	Jan 31, 2022	1	\$27,868.00
Enterprise Premier Support	Feb 1, 2021	Jan 31, 2022	1	\$6,130.96
Adoption Consulting	Feb 1, 2021	Jan 31, 2022	1	\$1,000.00

**Grand Total: \$34,998.96**

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### Product Details

eSignature Envelope Allowance: 20,000

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## Order Special Terms

For the Adoption Accelerator package(s) purchased in this Order Form, for the duration of the contract Term, no overage charges shall apply for reasonable use of the Subscription Services that exceeds the specified Seat and/or Envelope Allowance. Reasonable use is defined as 125% of the specified seat and/or envelope allowance. Usage is limited to a single use case, to a single site ID, and is a non-transferrable in the event that Customer acquires an entity or is acquired. The Adoption Accelerator package is not renewable; however, upon renewal, Customer may elect to purchase the same functionality with the same number of Seats and/or Envelopes listed as estimated usage on this Order Form at the same annual fee plus 7%.

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## Terms & Conditions

This Order Form is governed by the terms Master Services Agreement available online at: <https://www.docusign.com/company/terms-and-conditions/msa> and the applicable Service Schedule(s) and Attachments for the DocuSign Services described herein available online at <https://www.docusign.com/company/terms-and-conditions/msa-service-schedules>.

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## Billing Information

Prices shown above do not include any state and local taxes that may apply. Any such taxes are the responsibility of the Customer and will appear on the final Invoice.

Is the contracting entity exempt from sales tax?

**Please select Yes or No:**  Yes  No

If yes, please send the required tax exemption documents immediately to [taxexempt@docusign.com](mailto:taxexempt@docusign.com).

Invoices for this order will be emailed automatically from [invoicing@docusign.com](mailto:invoicing@docusign.com). Please make sure this email is on an approved setting or safe senders list so notifications do not go to a junk folder or caught in a spam filter.

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## Purchase Order Information

Is a Purchase Order (PO) required for the purchase or payment of the products on this Order Form?

Please select Yes or No:

If yes, please complete the following:

PO Number:

PO Amount: \$

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