

BUSINESS ACCESS

Appendix D to DIR Contract No. DIR-SDD-1938 Training Service Agreement

Effective Date: _____

Purchased Through: TX DIR
DIR-SDD-1938

Customer Information:

Name: _____

Type: State/Local/Non-profit

Address: _____

Tax Status: Gov't/501c3

City/State/Zip: _____

Phone number: _____

Contact Name: _____

Email: _____

Term Sheet

Courses/Community/Custom/In-Home _____

Number of Licensed Users: _____

Pricing: See Section A1, A2 or B pricing

Term: (1 year/ 2 years/ 3 years) _____ The term shall commence on the effective date stated above. All licenses will be active for the full term even if the activation period extends beyond the term of this Agreement.

Invoicing and Payment Terms: Fees shall be as set forth in Appendix C of DIR Contract No. DIR-SDD-1938.

Payments shall be in accordance with Section 7.C. of Appendix A of the DIR Contract No. DIR-SDD-1938.

Training Subscriptions:
Customer shall be invoiced upon receipt of signed Agreement.

Customized Online Learning communities:
Customer shall be invoiced at deliverable acceptance dates agreed to by both parties and included in Attachment A. Customer shall be billed annually for licensing. Vendor shall provide 30 days prior notice of annual license fee and Customer shall have the right to cancel license with prior written notice to Vendor.

Customized Training Orientations and Courseware:

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Customer shall be invoiced at deliverable acceptance dates agreed to by both parties and included in Attachment A.

In-Home Learning System:

Customer shall be invoiced for \$1,000 license fee per participant upon receipt of signed Agreement. Customer shall be invoiced for balance of the fee upon completion and delivery of service.

Implementation: It is anticipated, but not expressly guaranteed, that training courseware will be ready for customer and end user access within 30 days from the initiation of this Agreement.

The process for implementation of a Customized Online Learning Community will begin with this Agreement. Prior to customization, Business Access will provide a community launch questionnaire to the customer. When the customer has returned the document with all questions completely answered, Business Access will produce the community ready for the customer and end user access within 30 days of the receipt of the completed questionnaire unless otherwise specified in this Agreement.

Customized Training Orientation and TBT Courseware will begin with a scope of work for the development of the courseware. This Agreement will be completed with the scope of work outlined Attachment A, Section 3. Completion of the development will be done in accordance with the scope of work.

The In-Home Learning System implementation will begin with this Agreement. Business Access will provide a community launch questionnaire to the customer. When the customer has returned the document with all questions completely answered, Business Access will produce the In-Home Learning System ready for the customer and end user access within 30 days of the receipt of the completed questionnaire unless otherwise specified in this Agreement.

Agreement

The parties to this Agreement purchased through the Texas Department of Information Resources do hereby cause this Agreement, including the attached Appendix A and the Terms and Conditions contained in contract DIR-SDD-1938, to serve as a purchase order for afore mentioned contract and be executed as of the date shown below.

CUSTOMER: _____

BUSINESS ACCESS LLC

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

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All payments and notices shall be mailed and made payable to:

Business Access LLC

17101 Preston Road, Suite 260

Dallas, Texas 75248

Attn: Finance

214-367-6422

rbunting@business-access.com

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Attachment A

1. **Training Courses: (list course category from Section A1 pricing or list courses from Section A2 pricing)**

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2. **Customized Online Learning Community (provide brief description of community including whether it contains the LMS, use section #1 to list training courses to be provided within community)**

3. **Customized Training Orientation or TBT Courseware (outline or attach scope of work)**

4. **In-Home Learning System (list courses in Section 1, provide general description, details to be included in community launch questionnaire)**
