



09/06/2023

Mr. Brian Hamman
Lee County Library
881 Gunnery Rd N Ste 2
Cls Lease - Acq Coordinator
Lehigh Acres, FL 33971

RE: Account #: F959180

Dear Mr. Hamman:

Baker & Taylor has appreciated the opportunity to be your supplier for library books through our Book Leasing System. We sincerely hope services rendered in the past have been satisfactory.

At this time, we would like to offer for your consideration the renewal of your Book Leasing program. A renewal specifications form is enclosed for your convenience. Your library's current plan size is 1599 quota per month. To renew your book leasing program, please sign and return the renewal form via fax to 1-877-460-6011, email to leasing@baker-taylor.com or mail to the following address:

BAKER & TAYLOR
BOOK LEASING SYSTEM
251 MT. OLIVE CHURCH RD.
COMMERCE, GA 30599

If you wish to make changes from the previous contract, please make the appropriate notation on the renewal form before returning it to us. The prompt return of the completed renewal form will prevent any lapse in your book leasing service. The Renewal Notice is not an invoice. Please do not submit payment without first returning your signed renewal form via fax or mail. Once your signed renewal is received, you will be invoiced on the first day of the month your contract begins.

Please feel free to contact our book leasing department any time we may be of assistance (800-775-3800). We consider it a privilege to serve your book leasing needs and look forward to continuing this service.

Sincerely,

Baker & Taylor Book Leasing Dept.

Attachment

251 Mt. Olive Church Road
Commerce, GA 30599
tf 800-775-3800 p 706-335-5000
www.baker-taylor.com

Renewal Notice

BAKER & TAYLOR BOOK LEASING SYSTEM
251 MT. OLIVE CHURCH ROAD
COMMERCE, GA 30599-2300

To renew your Book Leasing Account, please make any changes necessary, then sign and return to Baker & Taylor Book Leasing System along with your purchase order, if applicable.

Service Inquiries: 800-775-3800 or FAX: 877-460-6011

RENEWAL AUTHORIZATION:

Please Confirm Phone Numbers

Name / Title (Please Print)

Phone (239) 533-4180

Signature

Fax: (239) 485-1120

For Internal Use Only

Contract #: 004

Master #: 510342

Acct #: F959180

Territory ID: 414

Plan BW1599 Beginning On: 12/01/2023 Ending On: 11/30/2024

Total Contract Amt: \$382,800.60

Bill To: Lee County Library
881 Gunnery Rd N Ste 2
Cls Lease - Acq Coordinator
Lehigh Acres, FL 33971

Ship To: Lee County Library
881 Gunnery Rd N Ste 2
Cls Lease - Acq Coordinator
Lehigh Acres, FL 33971

Service Requested:	Book Plan
Monthly Quota Allowance	1,599
Annual Quota Allowance:	19,188

Quota Cutoff:	
Cutoff:	\$40.00
2nd Cutoff:	\$50.00
3rd Cutoff:	\$60.00

Management Report Sequence: (SAME)

- Author
- Title
- Ship Date
- Summary Only

Book Identification: (SAME)

Each book will have a white adhesive label that will readily identify it as a Baker & Taylor Lease Book. Please indicate below exactly how you wish your library name and address to appear on the label.

Line 1 _____

Line 2 _____

Line 3 _____

Cataloging: (SAME)

- _____ Dewey/LC Subject Headings
- _____ LC/LC Subject Headings
- _____ Pocket on Front Flyleaf
- _____ Pocket on Back Flyleaf
- _____ Mylar Jacket Only
- _____ Machine Readable Cataloging Records

Payment Plan Chosen:

1. Monthly Payments of:
2. Quarterly Payments of:
3. Semi-Annual Payments of:
4. Annual Payments of: \$382,800.60
 -- 2% discount for annual payment of program within 60 days of invoice date
 -- 1% discount for semi-annual payment of program within 30 days of invoice date
****PLUS TAXES WHERE APPLICABLE****

Invoicing Instructions:

1. Purchase order number, if applicable:

2. Library systems only:
 _____ Separate invoices by branch
 _____ One combined invoice