

STUDENT TECHNOLOGY FEE REQUEST FORM

Procedure for Submission:

Form Updated: 8/20/13

1. Submitter must obtain all required information from the desired vendor(s). An official quote from the vendor must be attached.
2. Only one request per Request Form. This request must be reviewed, approved, and submitted by the requesting program's School Chair.
3. The School Chair may email this request to the Tech Fee Director. *Since some schools will have multiple requests, please rename request PDF files in the following format: Schoolname# (rank, 1 being the highest priority) example - SocialJustice1, SocialJustice2, etc.*

Dept. making request:		Requesting Faculty:		Date Submitted:	
IMPORTANT: Attach an official quote from the vendor.					

List one item OR group (for use as a "package") per page.

Item Name	Vendor info. (name, address, Web site URL, phone #, email, etc.)	Part or Model #	Cost (each)	Qty	Total
Course(s) where item(s) will be used		Expected life of product (years)		# Students Impacted per Year	
Location equipment or software will be used/stored		Will Tech Fee funds be needed for annual renewals or maintenance?			
Provide a brief description of the technology requested*:					
Briefly describe how the technology will be used (function)*: are returned they are wiped and checked back out to other students.					
Provide a rationale that Tech Fee funds are appropriate for this request*:					

***Keep in mind that the committee members come from a variety of educational backgrounds and may not be familiar with department specific language. Please use concise, common terminology so that committee members reviewing this form will be able to fully understand the request.**

- If you are submitting a request for computers, printers, scanners or software, you must consult with College Computing and the technology staff, to acquire a quote and to make sure that this equipment/software is supported by UT and compatible with existing technology.



LENA Research Foundation
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January 1, 2016

To Whom It May Concern:

The LENA Research Foundation is the sole source of the LENA Software System. The system is comprised of the LENA Software, DLP (Digital Language Processor), and acoustically designed clothing to carry the DLP.

As of this date, LENA Research Foundation sells and distributes all LENA products as reflected on the then internally published current price list. All products are sold at the same price level to all educational institutions, not for profit and for profit organizations. A volume discount is offered to all customers.

Sincerely,

Kate Pistone
Development Manager
www.LENAfoundation.org
303-545-2166



RESEARCH FOUNDATION

Nurturing minds, changing lives

Quotation
QUO-02896-G3G7N2
University of Toledo

Quote For:
University of Toledo

QUOTE #	DATE	EXPIRES	SHIPPING METHOD	PAYMENT TERMS
QUO-02896-G3G7N2	9/26/2016	12/26/2016	FEDEX 2DAY	NET30

QTY	ITEM #	DESCRIPTION	UNIT PRICE	UNIT DISCOUNT	TOTAL DISCOUNT	EXTENDED AMOUNT
4	100100	LENA Pro DLP Kit	\$399.00	\$0.00	\$0.00	\$1,596.00
4	U-S001-C0000-1018M	SS T - 12 - 18 mo	\$20.00	\$0.00	\$0.00	\$80.00

IMPORTANT: Submitting this form to LENA™ and/or completing a payment option as listed below, the purchaser authorizes and accepts this quote and LENA™'s terms and conditions and policies at <http://shop.lena.org>. All changes must be in writing and accepted by LENA™.

Line Total	\$1,676.00
Total Unit Discount	\$0.00
Other	\$0.00
Subtotal	\$1,676.00
Applicable Tax or Sales Tax Exempt #	\$0.00
Shipping and Handling	\$75.00
Total	\$1,751.00

*** Payment Options:**

I. Credit Card Payments (USD only): Enter the above quote number when processing your order at <https://shop.lena.org/products/purchase-a-quote>

II. Wire transfers/ACH payments/checks (reference quote #)

Wells Fargo Bank, NA, Boulder, CO 80302, % LENA Research Foundation

Routing #: 1 2 1 0 0 0 2 4 8 Account #: 1 5 0 2 5 1 6 9 6 4

III. Purchase orders (not applicable for international orders): All terms and conditions must accompany a purchase order. Orders will ship upon acceptance of the purchase order and credit approval of the customer. Email to orders@lenafoundation.org or fax to 303-545-2166