

*Com. of
Manitowoc
10/4/93*

LEASE AGREEMENT

This Lease Agreement by and between the City of Manitowoc, Wisconsin, a municipal corporation ("City") and Manitowoc Visitors and Convention Bureau, Inc., a Wisconsin non-profit corporation ("MVCB").

WHEREAS, the City and MVCB have entered into a Services Agreement dated May 24, 1993 ("the Services Agreement") under the terms of which MVCB will receive funds generated by room tax revenues in the City for the promotion of tourism and economic development in the City of Manitowoc; and

WHEREAS, MVCB will operate the Visitor Information Center which has been constructed by the City; and

WHEREAS, the parties hereto desire to set forth the terms of occupancy of the Visitor Information Center by MVCB;

NOW, THEREFORE, the parties hereto agree as follows:

1. Premises. The City hereby leases to MVCB and MVCB hereby leases from the City the building located at 4221 Calumet Avenue which is known as the Visitor Information Center (the "leased premises" or the "building"). While not included as a part of the leased premises, MVCB shall be obligated to perform duties on the surrounding premises, as described in paragraph 5.

MVCB shall be permitted to use the leased premises solely for the purpose of housing its operations to promote tourism and other economic development in the City of Manitowoc, all in accordance

with the terms of the Services Agreement, which is incorporated by reference in this Lease Agreement as if set forth in full. The City shall be permitted to display information, including brochures, location maps, etc. in the Visitor Information Center at its discretion and with no expense in a manner mutually agreed upon by the parties.

2. Personal Property. The City has purchased the initial personal property and equipment necessary for the MVCB to begin operations on the leased premises. The approximate total cost for this purchase was \$38,000. The parties agree that the City has made a contribution of \$35,000 toward these purchases from other revenues and the remaining amount of the purchases will be deducted from the City's 1993 contribution to the MVCB of its 47.5% share of room tax revenues collected as provided for in the Services Agreement.

As part of this Lease Agreement, the City hereby conveys to MVCB all of its interest in the above described personal property which the City purchased and which is listed in Exhibit "A" attached hereto. This Agreement is with the Stipulation that the MVCB will care for, maintain, and replace in the normal course of business the equipment described in Exhibit "A". The parties further agree that upon termination of this Lease all personal property owned by the MVCB will, at the option of the City, become the property of the City at no additional cost or consideration from the City to MVCB.

3. Term. This Lease Agreement shall take effect July 1, 1993. After December 31, 1993 this Lease Agreement shall continue on a calendar year to calendar year basis. Either party may elect to terminate the lease at the end of any calendar year by providing notice to the other party on or before October 31 of such calendar year.

4. Rent. As consideration for this Lease, MVCB shall pay to the City the sum of \$1.00 per year and agrees to perform its obligations under the Service Agreement.

5. Maintenance and Repair. The City shall be responsible for the following maintenance and repair items:

- (a) Snowplowing and maintenance of the parking lot and access roads to the building,
- (b) Lawn cutting, on adjoining property, and
- (c) Garbage removal.

MVCB shall be responsible for the following maintenance and repair items:

- (a) Interior and exterior maintenance of the building,
- (b) Maintenance of landscaping, flower beds, etc. on the premises, except for lawn cutting,
- (c) Sidewalk shoveling immediately adjacent to the building,
- (d) Repairs or alterations to the leased premises, excluding structural alterations, with a cost of less than \$2,500, and
- (e) Any maintenance and repair not specifically otherwise provided for herein.

MVCB shall not be permitted to make any structural alterations to the leased premises, or other types of alterations costing more than \$2,500 without the prior consent of the City. The City shall be permitted to make alterations to the building at its discretion, in a manner mutually agreed upon by the parties.

In the event of any required repair to the leased premises having a cost of more than \$2,500, the parties shall meet to negotiate responsibility for such repairs.

6. Utilities. MVCB shall be responsible for the payment of all utilities furnished to the leased premises, including, but not limited to heat, electric, water and telephone service. The City shall be responsible for any special assessments levied against the leased premises for capital improvements.

7. Insurance. (a) Liability Insurance. The City shall provide liability insurance coverage for the MVCB as set forth in paragraph 4(a) of the Services Agreements in such amounts and with such coverages as the City deems sufficient. Nothing herein shall obligate the City to assume liability for any uninsured risk of MVCB.

(b) Property Insurance. The City shall attempt to secure property insurance for both the Visitor Information Center building and its contents through the City's property insurance carrier. MVCB shall be responsible for the payment of any applicable deductible. If the City is unable to obtain property insurance through its carrier, the parties agree to meet and discuss other means for the providing of such insurance.

(c) Workers Compensation and Unemployment Insurance. MVCB shall be responsible to provide workers compensation insurance and unemployment compensation coverage for any of its employees.

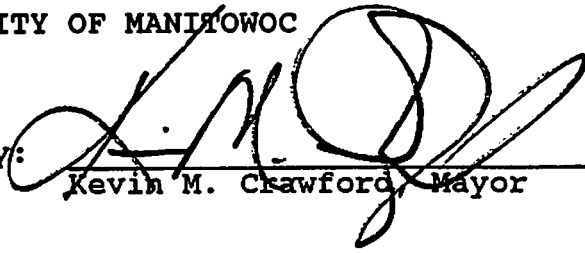
8. Liens. MVCB shall not permit the filing of any lien against the leased premises.

9. Assignment. This Agreement shall not be assignable by either party without the prior written consent of the other party. MVCB shall be prohibited from subleasing any portion of the leased premises without the prior written permission of the City. This restriction shall not prohibit MVCB from making a charge to other entities for the placement of promotional materials or advertising services at the Visitor Information Center.

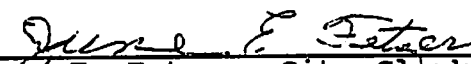
10. Amendment. This Lease Agreement may be amended at any time in writing by the parties.


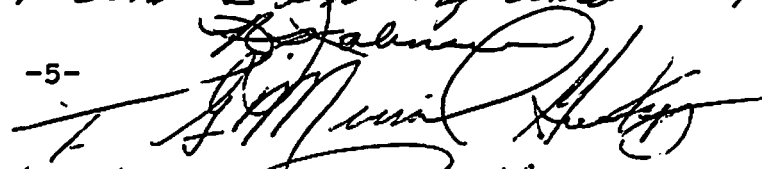
Dated this 26th day of ^{October} ~~September~~, 1993.

CITY OF MANITOWOC

By: 
Kevin M. Crawford, Mayor

Attest:


June E. Fetzner, City Clerk

10/18/93
To Fuzli
J. M. King
Committee members entering into the agreement

Stokes
-5-

Paul Blanson

MANITOWOC VISITORS AND
CONVENTION BUREAU, INC.

By: *Kathleen J. Galas*
Kathleen J. Galas,
President

By: *Peter Northard*
Peter Northard,
Chairman

**EXHIBIT "A" - PERSONAL PROPERTY
 MANITOWOC VISITORS AND CONVENTION BUREAU, INC.
 SEPTEMBER 16, 1993**

Description	Cost	Model#	Serial#
<p>Panasonic KX1232/VP-150 telephone system including five (5) telephones (includes one(1) portable telephone); Estech call accounting;KX-TVP150 voice processing system; and one (1) multi-number courtesy telephone. VENDOR: CREATIVE TELEPHONE, MANITOWOC, WI.</p>	<p>\$11,569.10</p>	<p>KX1232/VP150 telephone system; KX-TVP150 voice processing system; DEKA #100-40 courtesy telephone; Southwestern Bell Freedom Phone (FF1710)</p>	<p>TELEPHONES: 2KIC053783 3BIC039874 3BIC039875 3BIC041146</p>
<p>Computer system including three (3) Pionex 486 machines; one (1) HP Laser Jet printer; one (1) Epson LQ1070 Line Printer; Ethernet network software; FoxPro 2.50 for Windows (3.5), QuatroPro for Windows v. 1.0, and Word Perfect for Windows v. 5.2; and two software licenses. VENDOR: T & T ASSOC, MANITOWOC, WI.</p>	<p>\$11,991.15</p>	<p>HP LaserJet 4; two (2) ProSeries 486SX computer (VM1491H); ProSeries 486 computer (VM1491H); Epson LQ-1070 (P631A)</p>	<p>LASER JET: JPBH036708 486SX: A000023899STC ATC9303506020 486: AHC9304000081 EPSON: 49G0146616</p>

Desktop plain paper fax machine. VENDOR: ROSS, INC., MANITOWOC, WI.	\$ 1,558.00	Sharp FO-3300 with surge protector	FAX: 2010202X
Office furniture and fixtures for office, conference and reception area of VIC. VENDOR: LAKESHORE OFFICE PRODUCTS, MANITOWOC, WI.	\$11,329.00	N/A	N/A
Postage table. VENDOR: PITNEY BOWES INC., GREEN BAY, WI.	\$ 1,230.00	FT6SD storage table; FS86RLR furniture	N/A
Electronic 12-digit, 2-color print calculating machine; two (2) electronic typewriters. VENDOR: EMMONS-NAPP, MANITOWOC, WI.	\$ 565.90	Sharp EL-2192G calculator; IBM Wheelwriter 10 Series II (WW10II); Smith Corona XL1900 (SCMXL1900)	CALCULATOR: 2C29405X TYPEWRITER (IBM): 11-04086 TYPEWRITER (SC): 5AEM2022142
TOTAL CAPITAL EXPENDITURES	\$38,243.15		

Creative Telephone

COMMUNICATION SYSTEMS

6609 NORTHEIM RD.
MANITOWOC, WI 54220
(414) 726-4510/458-8171

6-11-93
1,130.00
OK-DL

SECTION I: Customer/Equipment/Price

05/11/93

Prices are good for 30
days from above date.

Customer Name: VISITOR INFORMATION CENTER
Address: I-43 AT US 151
City: MANITOWOC, WI

Telephone: 683-4388

2. Equipment Description: PANASONIC KX-T1232/VP-150 SYSTEM

QTY	Description	Price Each	Total Price
1	KX-T1232 KSU (4X16) -Installation, Surge Suppression, Testing, Training Included.		\$2,743.75
0	KX-T123280 4 C.O. Line Card	\$246.50	\$0.00
1	KX-T123281 2 C.O. Line Card	\$130.50	\$130.50
1	KX-T7030 LCD Speakerphone	\$205.90	\$205.90
0	KX-T7020 Speakerphone	\$159.50	\$0.00
3	KX-T7050 Monitor Phone	\$130.50	\$391.50
1	S.W. BELL 655 Freedom Phone	\$95.00	\$95.00
0	KX-T30860 Door Intercom Card	\$72.50	\$0.00
0	KX-T30865 Door Intercom Box	\$36.25	\$0.00
1	KX-TVP150 VOICE PROCESSING: -Configured 6-Ports By 4.5 Hours; Installation; Training.	\$6,604.50	\$6,604.50
1	ESTECH PHONE BILL I: Installation; Programming.	\$1,500.00	\$1,500.00
8	Modular Surface or Flush Jacks	\$4.50	\$36.00
4	Modular Wall Jacks	\$6.50	\$26.00
960	Ft. Wire	\$0.12	\$115.20
	Expansion/Station TOTAL		\$9,104.60
	Sub Total:		\$11,848.35
	TOTAL SYSTEM PURCHASE DISCOUNT:		(\$548.35)
	Total After Trade:		\$11,300.00
	5% Sales Tax:		\$0.00
	TOTAL		\$11,300.00

3. Purchase Price
Total price of equipment and installation, excluding charges from Local Telephone Company. \$11,300.00

(Plus Courtesy Telephone)

SECTION II Terms and Conditions of Equipment Purchase & Installation.

1. Payment of Purchase Price
Customer will remit payment of the above-stated purchase price to Creative Telephone on the following basis:

10% upon signing of this agreement
70% upon delivery and installation of the equipment
20% within 30 days of installation

100%

2. Security Interest
Creative Telephone reserves, and Customer grants to Creative Telephone, a purchase money security interest in all equipment purchased pursuant to this Agreement for the purpose of securing any payments due hereunder. Customer agrees to sign and execute at any time any financial statements or other documents which Creative Telephone deems reasonably necessary to protect and continue the security interest granted herein. Creative Telephone is also granted an irrevocable power of attorney to execute such financing statements on Customer's behalf. When all of Customer's promises and obligations have been fully paid and satisfied, this security interest shall terminate.
3. Warranty
Creative Telephone will provide all necessary labor and service for the repair and replacement of defective equipment and equipment systems for a period of one year from the date of installation of said equipment. In addition to this express warranty relating to labor and service to be furnished by Creative Telephone, Customer shall also be entitled to receive any and all available manufacturer's warranties relating to the specific equipment purchased.
4. Disclaimer of Warranties
THE WARRANTIES EXPRESSED HEREIN ARE EXCLUSIVE AND IN LIEU OF ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR PURPOSE OR OTHER WARRANTY, WHETHER EXPRESS OR IMPLIED.
5. Limitations of Liability
The liability of Creative Telephone with respect to this agreement or anything done in respect therewith, whether in contract, in tort, under any warranty or otherwise, is limited to the furnishing of labor and service within the one year period specified herein. CREATIVE TELEPHONE SHALL NOT BE LIABLE FOR DIRECT, INCIDENTAL, CONSEQUENTIAL OR OTHER DAMAGES. THE REMEDIES SET FORTH HEREIN ARE EXCLUSIVE.

6. Taxes

Customer shall pay all taxes arising from this Agreement, including state and local sales and use taxes (not withstanding their designation as excise, gross receipts or privilege taxes). Any and all personal property taxes assessable on the Equipment after the Equipment Installation Date, shall be born by Customer. Customer shall reimburse Creative Telephone for all amounts paid or payable by Creative Telephone in discharge of the foregoing taxes.

7. Non-Assignability

This agreement is not assignable by Customer without the written consent of Creative Telephone.

8. Attorney's Fees/Costs

Customer will pay all costs and expenses relating to enforcement or preservation of Creative Telephone rights under this Agreement including reasonable attorney's fees.

9. Governing Law

This agreement shall be governed by the Uniform Commerce Code as enacted in the state of Wisconsin.

10. Proposal Reproduction

This proposal regarding the implementation of a system (including all supporting documents and reports) is confidential and remains the property of Creative Telephone & Communication Systems.

The proposal becomes your property when your firm places an order for the system described herein.

Any reproduction of this proposal and the supporting documents and reports is prohibited except with prior approval from Creative Telephone & Communication Systems.

SECTION III Agreement by parties

Customer agrees to purchase and Creative Telephone agrees to sell and install the above-described Equipment at the price and upon the terms and conditions set forth in this Agreement.

Dated: 06/11/93

CREATIVE TELEPHONE & COMMUNICATION SYSTEMS

BY [Signature]

BY [Signature] CUSTOMER

T & T COMPUTERS / DATA PLUS
 1332 S. 26TH STREET
 MANITOWOC, WI 54220

Invoice No. 6778
 Date: 07/20/93
 Page No. 1

Due date: 07/20/93

Sold CITY OF MANITOWOC
 To 817 FRANKLIN ST
 MANITOWOC, WI 54220-4511

Ship VISITOR INFORMATION
 To BUREAU

CITY MAN Ship date ASAP Ship via No ship via Ord No. 2944
 Salesman PT PO No. Terms Upon receipt Ord date 07/16/93

Quantity	Unit	Item Number	Description	Price	Unit	Extension
3	EACH	A AME MMW	AMERICAN MOUSE MAT WINE N/C AS PER ANNETTE	.00	EACH	.00
2	EACH	Z 3M 2120 QIC80	3M DC2120 QIC-80 FORMAT 120Mbytes 307.5Ft	42.00	EACH	84.00
3	EACH	Z 3M 2120	3M DATA CARTRIDGE DC2120 120 MEG	34.00	EACH	102.00
2	EACH	C FW MX 6	MONITOR POWER EXT CABLE 6 FOOT	10.00	EACH	20.00
1	EACH	C KX FM 6	KEYBOARD EXT CABLE F/M 6'	10.00	EACH	10.00

ADDITIONAL PARTS USED FOR
 VISITOR INFO NETWORK INSTALL.

Sale Amt	216.00
Miscellaneous	.00
Freight	.00
Sales Tax	.00
Total	216.00
Pmt Rec'd	.00
Bal Due	216.00

T & T COMPUTERS / DATA PLUS
 1332 S. 26TH STREET
 MANITOWOC, WI 54220

Invoice No. 6776
 Date: 07/20/93
 Page No. 4

Due date: 07/25/93

CITY OF MANITOWOC
 817 FRANKLIN ST
 MANITOWOC, WI 54220-4511

Ship MAN VISITOR INFO CENTER
 To CALUMET AVENUE

CITY MAN Ship date ASAP Ship via No ship via Ord No. 2571
 PO No. Terms Net 5 Days Ord date 05/25/93

Quantity Unit Item Number Description Price Unit Extension

ORIGINAL QUOTE REFLECTED

A SPECIAL PROMOTION BY
 BORLAND ON QUATTRO & PDOX

1	EACH	P HP4 LEGL TRY	HP4 LEGAL TRAY C2085A	.00	EACH	.00
3	EACH	G MOUSE	MOUSE - SERIAL BASIC	.00	EACH	.00

Order discount: 29.044% -	4,819.85	Sale Amt	11,775.15
DOWN PAYMENT RECEIVED		Miscellaneous	.00
\$8831.52		Freight	.00
BALANCE DUE: \$2943.48		Sales Tax	.00
		Total	11,775.15
		Pmt Rec'd	.00
		Bal Due	11,775.15

T COMPUTERS / DATA PLUS
 1332 S. 26TH STREET
 MANITOWOC, WI 54220

Invoice No. 6776
 Date: 07/20/93
 Page No. 1

Due date: 07/25/93

CITY OF MANITOWOC
 817 FRANKLIN ST
 MANITOWOC, WI 54220-4511

Ship MAN VISITOR INFO CENTER
 To CALUMET AVENUE

CITY MAN Ship date ASAP Ship via No ship via Ord No. 2571
 PO No. Terms Net 5 Days Ord date 05/25/93

Quantity	Unit	Item Number	Description	Price	Unit	Extension
2	EACH	G 486SX25 170	PRO SERIES 486SX-25 4MB 1MB VD, 170MG HD, S-BNDL #1	1400.00	EACH	2,800.00
Serial #'s 3001621343						
2	EACH	G KEY	PRO SERIES KEYBOARD	85.00	EACH	170.00
2	EACH	M PIO NI	PIONEX VGA MONITOR NI 1024x768	465.00	EACH	930.00
Serial #'s A000023899STC, AHC9304000081						
1	EACH	G 486DX33 B	PRO SERIES 486DX-33 4MB RAM - BASE UNIT	1198.00	EACH	1,198.00
Serial #'s 3001653888						
4	EACH	B 1X3 70	1 MEG 1X3 SIMMS	60.00	EACH	240.00
1	EACH	F CON 200	CONNER 200 MEG HARD DRIVE	425.00	EACH	425.00
Serial #'s AP9863L						
1	EACH	G KEY	PRO SERIES KEYBOARD	85.00	EACH	85.00
1	EACH	M PIO NI	PIONEX VGA MONITOR NI 1024x768	465.00	EACH	465.00
1	EACH	D VG-8000H	DPI VG8000H HIGH SPEED GRAPHICS BOARD 1MB MEM	180.00	EACH	180.00
1	EACH	G FL1.44	FLOPPY DRIVE 1.44 3.5"	85.00	EACH	85.00
3	EACH	G MIC DOS6W	PRO SERIES DOS 6/ WINDOWS	63.00	EACH	189.00

T & T COMPUTERS / DATA PLUS
 1332 S. 25TH STREET
 MANITOWOC, WI. 54220

Invoice No. 6776
 Date: 07/20/93
 Page No. 2

Due date: 07/25/93

SELL CITY OF MANITOWOC
 TO 817 FRANKLIN ST
 MANITOWOC, WI. 54220-4511

Ship MAN VISITOR INFO CENTER
 To CALUMET AVENUE

SELL CITY MAN
 Salesman PT

Ship date ASAP
 PO No.

Ship via No ship via
 Terms Net 5 Days

Ord No. 2571
 Ord date 05/25/93

Quantity	Unit	Item Number	Description	Price	Unit	Extension
			BUNDLE			
1	EACH	H COL 250I	COLORADO JUMBO 250 INT HH QIC-80	269.00	EACH	269.00
1	EACH	H CAR 9600I PRO	CARDINAL 9600 INTERNAL PRODIGY KIT LOS MODEM	350.00	EACH	350.00
1	EACH	P HP IV Serial #'s JPBH036708	HEWLETT PACKARD HP IV	1475.00	EACH	1,475.00
1	EACH	E QUE HP1	HP 1 MEG MEMORY UPGRADE	109.00	EACH	109.00
1	EACH	P HP ENV IV	HP IV ENVELOPE FEEDER	295.00	EACH	295.00
1	EACH	P EPS LQ1070	EPSON LQ-1070 PRINTER	495.00	EACH	495.00
2	EACH	C PC 10	PRINTER CABLE 10'	20.00	EACH	40.00
2	EACH	H AME SURGR7	AME SURGEARREST (S7) 7 OUTLET	40.00	EACH	80.00
1	EACH	H ART AB3 ST	LANTASTIC AB3 STARTER KIT	895.00	EACH	895.00
1	EACH	H ART AB3 ADT	LANTASTIC AB3 ADAPTER	345.00	EACH	345.00
1	EACH	PARTS	100 FT. TWISTED PAIR CABLE	40.00	EACH	40.00
1	EACH	PARTS	CONNECTORS	20.00	EACH	20.00

T & T COMPUTERS / DATA PLUS
 1332 S. 26TH STREET
 MANITOWOC, WI 54220

Invoice No. 6776
 Date: 07/20/93
 Page No. 3

Due date: 07/25/93

Sold CITY OF MANITOWOC
 To 817 FRANKLIN ST
 MANITOWOC, WI 54220-4511

Ship MAN VISITOR INFO CENTER
 To CALUMET AVENUE

Buyer CITY MAN Ship date ASAP Ship via No ship via Ord No. 2571
 Salesman PT PO No. Terms Net 5 Days Ord date 05/25/93

Quantity	Unit	Item Number	Description	Price	Unit	Extension
1	EACH	B WOR WIN	WORDPERFECT FOR WINDOWS	495.00	EACH	495.00
1	EACH	B WOR WIN52 LIC	WORDPERFECT WINDOWS 5.2 LICENSE ONLY NO DOC	200.00	EACH	200.00
1	EACH	B BOR QUA W	QUATTRO PRO FOR WINDOWS	495.00	EACH	495.00
1	EACH	B MIC FOX WS	FOXPRO FOR WINDOWS SINGLE USER	495.00	EACH	495.00
1.5	HOUR	*MH	INSTALL OF HARDWARE	60.00	HOUR	90.00
1	HOUR	*MH	INCREASE OF INSTALL	400.00	HOUR	400.00
12.5	HOUR	*AG	INSTALLATION LANTASTIC	60.00	HOUR	750.00
2.5	HOUR	*AG	INSTALL OF ADD. SOFTWARE	60.00	HOUR	150.00
9	HOUR	*AG	CLASSROOM TRAINING CUST CHOICE REG SCHKD CLASSES	105.00	HOUR	945.00
5	HOUR	*DB	INSTALLATION OF CABLE	60.00	HOUR	300.00
1	EACH	H RAC HUB 16	RACAL INTLANLINK 10-BT WG HUB 16PRT	1095.00	EACH	1,095.00

THIS BILL REFLECTS A
 \$500 INCREASE FOR
 SOFTWARE SUBSTITUTION.



Technology, Expertise and Service
Connecting Point
 COMPUTER CENTERS

INVOICE

INVOICE DATE	INVOICE NO.	F.
07/14/93	43608	1

Visitor Center

CITY OF MANITOWOC
 SOLD 817 FRANKLIN
 TO: MANITOWOC, WI 54220

CITY OF MANITOWOC
 SHIP 817 FRANKLIN
 TO: MANITOWOC, WI 54220

ORDER NO.	ORDER DATE	CUSTOMER NO.	SALES PERSON	PURCHASE ORDER NO.	SHIP VIA	SHIP DATE	TERMS
61090	07/14/93	38900	50		Best Way	ASAP	NET 10
QUANTITY ORDERED	UNIT	ITEM NO.	ITEM DESCRIPTION			PRICE UNIT	UNIT PRICE
QUANTITY SHIPPED	UNIT	QUANTITY BACK ORD.				ITEM DISCOUNT	EXTENDED PRICE
1	EA	F0-3300	FAX MACHINE - SHARP PLAIN PAPER LASER F03300			EA	1,498.00
1							1,498.00
		Serial #'s 2010202X					
1	EA	11009394	SURGE PROTECTOR - FAXMAX PANAMAX			EA	60.00
1							60.00

*OK-OK
7-21-93*

please remit payment to:
 ross inc. p.o. box 908
 sheboygan, wi 53082-0908
 questions? 414-452-2771
 thank you!

SALES AMOUNT	
MISC. CHARGES	1,558.00
FREIGHT	.00
SALES TAX	.00
TOTAL	.00
PAYMENT REC'D	1,558.00
BALANCE DUE	1,558.00

LAKESHORE OFFICE PRODUCTS

QUOTATION

1107 Franklin Street
 Manitowoc, WI 54220
 Phone (414) 683-3711

VISTOR INFORMATION CENTER

Date

APRIL 23, 1993

Terms

Delivery

are pleased to quote as follows:

No.	Quantity	Description	Unit Price	Extension
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THE FOLLOWING PRODUCTS ARE INVINCIBLE UNLESS

OTHERWISE NOTED.

79" H PANELS

4		4879 48"W PANEL, 792.00	396.00	1,584.00
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1		G3679 36"W GLAZED PANEL, 802.00		401.00
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1		2479 24"W PANEL, 616.00		308.00
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1		36RDOOR 36"W DOOR, 1298.00		649.00
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1		SC79 SQUARE FABRIC POST, 110.00		55.00
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2		WSB79 79"H WALL STARTER BRACKET, 78.00	39.00	78.00
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		SUBTOTAL:		3,075.00
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EXECUTIVE WORKSTATION

1		SHOTO CORPORATION 27 3/4" X 108" MODESTY PANEL WITH		
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		GLIDES		257.00
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1		SHOTO CORPORATION 24" X 120" TOP WITH I-CROMMET		201.00
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1		SHOTO CORPORATION 24" X 48" TOP WITH I-CROMMET		169.00
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1		SHOTO CORPORATION 36" X 72" D SHAPED TOP WITH I-		
---	--	--	--	--

		GROMMET		147.00
--	--	---------	--	--------

1		CONVERGENT LEG, 135.00		68.00
---	--	------------------------	--	-------

1		AMCD22 CENTER DRAWER, 86.00		43.00
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Thank you for this opportunity to quote. Sincerely

LAKESHORE OFFICE PRODUCTS

QUOTATION

1107 Franklin Street
Manitowoc, WI 54220
Phone (414) 683-3711

VISITOR INFORMATION CENTER

PAGE 2

Date APRIL 23, 1993

Terms

Delivery

We are pleased to quote as follows:

Item No.	Quantity	Description	Unit Price	Extension
13	1	KS4 KEYBOARD SHELF, 198.00		99.00
14	1	22DC2OBL PEDESTAL WITH 1-FILE AND 2-BOX DRAWERS WITH LOCK, 498.00		249.00
15	1	D242L 2 DRAWER LATERAL FILE, 42"W, WITHOUT TOP AND FLANGES, 608.00		304.00
	2	RDU48S 48" RECEDING DOOR UNIT, 432.00	216.00	432.00
17	2	HWT48 HANGING WALL TRACK FOR ABOVE, 72.00	36.00	72.00
18	1	TL48UM 48"W TASK LIGHT, 158.00		79.00
19	1	FC5 FABRIC CORD MANAGER, 24.00		12.00
20	2	FC24 FLAT BRACKET, 22.00	11.00	22.00
21	1	LUX STEEL 1410AA EXECUCTIVE CHAIR WITH ARMS		499.00
22	2	CHROMCRAFT X930407 SLED BASE GUEST CHAIR WITH ARMS	156.00	312.00
			SUBTOTAL:	2,865.00
		<u>ASSISTANT/GENERAL OFFICE AREA</u>		
23	1	WF66D30BP DESK WITH WF24D548 RETURN, 1650.00		825.00
24	2	D342 3 DRAWER 42"W LATERAL FILE WITHOUT TOP AND FLANGES, 778.00	389.00	778.00
25	1	SHOTO CORPORATION 20 X 84 TOP FOR ABOVE		120.00
26	1	UNITED SECRETARIAL CHAIR, HS-1		124.00

Thank you for this opportunity to quote. Sincerely _____

LAKESHORE OFFICE PRODUCTS

1107 Franklin Street
Manitowoc, WI 54220
Phone (414) 683-3711

QUOTATION

VISTOR INFORMATION CENTER

PAGE 3

Date APRIL 23, 1993

Terms _____

Delivery _____

We are pleased to quote as follows:

Item No.	Quantity	Description	Unit Price	Extension
27	1	VOGEL PETERSON WALL MOUNTED COAT RACK, 42"W		72.00
			SUBTOTAL:	1,919.00
		<u>CONFERENCE AREA</u>		
28	1	SHOTO CORPORATION 42 X 96 CONFERENCE TABLE WITH 2" DROP EDGE AND PANEL BASE,		642.00
22	12	CHROMCRAFT X930407 SLED BASE GUEST CHAIR WITH ARMS	156.00	1,872.00
			SUBTOTAL:	2,514.00
		<u>RECEPTION AREA</u>		
29	1	NEMSCHOFF 3 SEATER BENCH WITH VINYL SEAT AND WOOD FRAME (LIFETIME WARRANTY)		345.00
26	1	UNITED SECRETARIAL CHAIR, NS-1		124.00
30	2	INVINCIBLE CUBE LINE LEGAL SIZE FILE WITH 2 BOX AND 1 FILE DRAWER, WITH LOCK, 22C21B, 510.00 RETAIL		255.00
31	2	INVINCIBLE CUBE LINE LEGAL SIZE FILE WITH 2 FILE DRAWERS, WITH LOCK, 22C21F, 464.00 RETAIL		232.00
			SUBTOTAL:	956.00
			TOTAL:	11,329.00

Quoted by: [Signature]



SALE/LEASE INVOICE

ACCOUNT NUMBER: 1524-4037-86-5
INVOICE NUMBER: 799691
INVOICE DATE: 06/11/93
P.O. #:
ORDER #: 03835619
TOTAL AMOUNT DUE: \$ 1,230.00
TERMS: PAYABLE UPON RECEIPT

PLEASE DIRECT INQUIRIES TO:

47 PARK PLACE
APPLETON WI 54915-8276

CALL: (800)233-5280

B
I
L
L
T
O

MANITOWOC VISITOR &
CONVENTION BUREAU
PO BOX 966
MANITOWOC WI 54221-0966



Table with columns: QTY, ITEM/SERIAL, DESCRIPTION, AMOU. Includes rows for STORAGE TABLE and FURNITURE, and a SUBTOTAL row.

*TOTAL AMT DUE \$ 1,230.00

INSTALLED AT: MANITOWOC VISITOR &
CONVENTION BUREAU
I-43 AT US 151
MANITOWOC WI 54221
INSTALL ID: 1524-4037-86-5

DIST: 038

PLEASE MAKE CHECK PAYABLE TO PITNEY BOWES

N-000127 X

DUINS: 00118-1793
TAX ID: 06-0495050

PLEASE INCLUDE YOUR 11 DIGIT ACCOUNT NUMBER ON YOUR REMITTANCE CHECK

Summary table with columns: ACCOUNT NUMBER, INVOICE NO, INV DATE, TOTAL AMOUNT DUE, DISTRICT. Values: 15244037865, 799691, 06/11/93, \$ 1,230.00, 038



71152440378657996910611930123000 3

MANITOWOC VISITOR &
CONVENTION BUREAU
PO BOX 966
MANITOWOC WI 54221-0966

PLEASE RETURN THIS STUB
WITH YOUR PAYMENT

PLEASE SEND REMITTANCE TO:
PITNEY BOWES INC
PO BOX 85390
LOUISVILLE KY 40285-5390

PLEASE PRINT ANY BILLING ADDRESS CHANGES BELOW

OK-DL
6-21-93

OFFICE PRODUCTS
P.O. BOX 128
STEVENS POINT, WI 54481

EMIMIONS-NAPP

OFFICE PRODUCTS

CUSTOMER COPY
INVOICE

06/10/93 10811410
PLEASE PAY FROM THIS INVOICE
TERMS: NET 10 DAYS

PAGE 1 OF 1
06/10/93
10811410
070060

REMIT TO:
P.O. BOX 128, STEVENS POINT, WI 54481
(715) 345-2000

Mike Easter

FINANCE CHARGES: Interest of 1 1/2% per month (Annual Percentage Rate 18%) will be assessed on accounts past due. The customer shall be liable for all legal expenses and reasonable attorneys' fees incurred for the collection of an account in default.

565.90
ENTERED BY ML
STATUS: 18
TIME: 17:46
PLEASE DETACH
AND RETURN THIS
PORTION WITH
YOUR PAYMENT

Sold To: CITY OF MANITOWOC
PO BOX 1597
MANITOWOC WI 54221-1597

Ship To: CITY OF MTWC-VISITOR/CONVENTION
VISITOR/CONVENTION BUR-#0056
PO BOX 966 143 @ US 151
MANITOWOC WI 54221

PAGE 1 OF 1

Sales Rep		Account No.		Customer P.O. No. or Name		Buyer's Name		Special Instructions			
M3		070060		***3959***		0056		ATT: KATHLEEN GALAS			
LOCATION	PRODUCT NO.	DESCRIPTION	U/M	QUANTITY			PRICE				
				Ship	Back Order	Unit List	Unit Net	Extension			
	IBMMACHSPEC	IBM WHEELWRITER 1011 TYPE WRITER	EA	1			.00	325.00	325.00		
	SCMXL1900	IBM TYPEWRITER SERIAL #11-04086	EA	1			239.95	159.00	159.00		
	SHREL2192G	CALCULATOR, 12DGT PTR W/DI SERIAL #2C29405X	EA	1			74.99	54.95	54.95		
Sub Total		Sales Tax		TOTAL SALE		AMOUNT PAID		Please Pay This Amount			
538.95		26.95		565.90		.00		565.90			

OK - DL 7-7-93