



INITIAL ORDER FORM - OFFICE SERVICES

This Initial Order Form is a binding agreement between RingCentral, Inc. (“**RingCentral**”) and **Tuttle-Click Automotive Group**, (“**Customer**” or “**You**”) (together the “**Parties**”), for the purchase of the Services, licenses, and products listed herein. This Initial Order Form is subject to the terms and conditions specified in the applicable Agreement between the Parties. Capitalized terms not defined herein shall have the same meanings as set forth in the applicable Agreement between the Parties.

Service Provider	
Service Provider	RingCentral, Inc.
Address	20 Davis Drive
City, State & Zip Code	Belmont, CA 94002
Country	USA

Customer	
Customer	Tuttle-Click Automotive Group
Address	43 Auto Center Drive
City, State & Zip Code	Irvine, CALIFORNIA 92618
Country	United States
Billing Contact Person	
Billing Contact Phone	
Billing Contact E-mail Address	

Service Commitment Period	
Start Date	March 31 st , 2021
Initial Term	36 Months
Renewal Term	36 Months



Payment Schedule	Annual Payment Schedule
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RingCentral Office Services					
Summary of All Services					
Summary of Service	Charge Term	Qty	Rate	Annual Subtotal	One-time Subtotal
DigitalLine Unlimited Standard	Annual	363	\$138.00	\$50,094.00	\$0.00
e911 Service Fee	Annual	375	\$12.00	\$4,500.00	\$0.00
Compliance and Administrative Cost Recovery Fee	Annual	375	\$42.00	\$15,750.00	\$0.00
DigitalLine Basic	Annual	12	\$143.88	\$1,726.56	\$0.00
RingCentral Video	Annual	1	\$0.00	\$0.00	\$0.00
Polycom Trio 8500 Conference Phone	One - Time	2	\$697.00	\$0.00	\$1,394.00
Polycom VVX-250 Business IP Phone	One - Time	300	\$15.00	\$0.00	\$4,500.00
Polycom VVX-450 Business IP Phone	One - Time	80	\$40.00	\$0.00	\$3,200.00
RingCentral for Desktop	One - Time	363	\$0.00	\$0.00	\$0.00
	New Service Amount *			\$72,070.56	\$9,094.00
	Total Initial Amount *			\$81,164.56	

* Amounts are exclusive of applicable Taxes and Fees.

Special Terms and Notes: 1) Customer's subscription entitles it to all features that are ascribed to the Office Standard Edition as they are described in the RingCentral website, as well as the features that follow:

1. Automatic Call Recording;
2. Call Monitoring (monitor, whisper, barge);
3. Inbound Caller ID Name;
4. Quality-of-service reports.

**Cost Center Billing:**

For customers with cost center billing, it is the customer's responsibility to provide cost center allocation information to RingCentral at least 10 days prior to the issuance of the invoice. After the information is received, it will be reflected on future invoices, but will not be adjusted retroactively on past invoices. If purchasing additional services through the administrative portal, it is the customer's responsibility to assign cost centers at the time of purchase; otherwise, those services will not be allocated by cost center on the next invoice. Please note that cost center allocation is not available for certain items, such as minute bundles and credit memos. For additional questions, please contact the RingCentral invoice billing team at billingsupport@ringcentral.com.

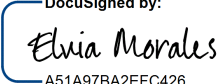
Credit: Customer will be entitled to receive a one-time credit in the amount of \$18,355.14. This credit will be applied against charges for recurring Services, (and any taxes and fees associated with those Services), included in future invoices issued by RingCentral to Customer until the total amount of the credit is used. The Customer will be responsible to pay for any additional services and products, including without limitation, additional lines and extensions, one-time services, usage base fees and bundles, IP devices, and their associated taxes and fees. This credit is non-transferable and non-refundable, and the entire amount is void if the Agreement is terminated within the first 30 days; after that, any unused amount will expire immediately upon termination of your Agreement.



IN WITNESS WHEREOF, the Parties have executed this Initial Order Form above through their duly authorized representatives.

Customer

Tuttle-Click Automotive Group

By: 
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Name: Elvia Morales

Title: CFO

Date: 3/31/2021

RingCentral

RingCentral, Inc.

By: 

Name: Carson Hostetter

Title: SVP, Field Sales

Date: 3/31/2021