

**LEASE \$SMART<sup>®</sup>**

**Request for Lease Quote (RFLQ)**

Date \_\_\_\_\_

RFLQ Number \_\_\_\_\_

Is this quote for an **ACTUAL LEASE** or for **PLANNING NUMBERS**? (circle one)

Agency \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

County where Leased Asset(s) will be shipped (determines sales tax %) \_\_\_\_\_

Contact Name (printed) \_\_\_\_\_

Title \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

E-mail \_\_\_\_\_

Equipment Description (give accurate description)

\_\_\_\_\_  
\_\_\_\_\_

Reason for acquisition \_\_\_\_\_

\_\_\_\_\_

Estimated Delivery Date \_\_\_\_\_

Estimated Acceptance Date \_\_\_\_\_

Estimated Purchase Price of Leased Asset(s) (excluding sales tax) \_\_\_\_\_

Payment Frequency (all payments are in arrears):

Monthly ( )    Quarterly ( )    Semi-Annual ( )    Annual ( )    Other \_\_\_\_\_

Term (how many periods) \_\_\_\_\_

Estimated First Payment Date \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_

**In response to this form, the Lessor must return a Lease Payment Schedule in the attached Lease Payment Schedule format. This Lease Quote is valid for a period of 60 days.**

## **State's Options**

*Per Lease \$Mart<sup>®</sup> Terms and Conditions, Version 1.1*

### **Section 3 – ASSUMED ACCEPTANCE**

- ( ) Prorate the Leased Assets on the basis of a thirty (30) day month, pay first partial month payment in addition to payments for Lease term (show as payment 0 on Lease payment schedule).
- ( ) Allow interim rent (odd days at the beginning of the lease) to roll up into the other payments in the Lease Payment Schedule.

### **Section 20 -- RETURN OF LEASED ASSETS**

- ( ) Lessor to include deinstallation, packing and shipping as part of the Lease costs.
- ( ) State to pay for deinstallation, packing and shipping.

## **Lessor's Options**

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### **Section 19, Item B – PURCHASE OF LEASED ASSET(S)**

- ( ) Lessor will credit the State with a portion of the monthly payment for "Purchase Option Credit."

Percentage of Lease Payment to be credited \_\_\_\_\_ (example 25%)

List other options included in the Lease Payment offered to the State in your response to this RFLQ, and list costs separately (i.e., Asset Management). The State reserves the right to accept or reject any and all options, either in part or in their entirety:

