

RESOLUTION NO. 018 (rev # 01)

**Authorize the opening of an account with Viking Office Products, 5101 Statesman
P.O. Box 819064, Dallas, TX. 75381-9064.**

Whereas, the City of Highland Haven, Texas has need for office supplies; and

Whereas, Viking Office Products, Dallas, Texas, has a selection of the type supplies required; and

Whereas, Viking is agreeable to accepting a purchase order by phone and will deliver any order exceeding \$25.00 with no delivery fee, to 510A Highland Dr. by UPS usually within 48 hours; and

Whereas, Viking prices for routine office supplies compare favorably with other office supply stores, and;

Whereas, payment of bills will be made within normal billing cycles, and

Whereas, amount of order will be in compliance with Resolution #10; and

Whereas, Revision #1 of this Resolution will clarify the terms of our agreement with Viking Office Products.

Be it therefore resolved; that the Board of Aldermen of the City of Highland Haven does hereby authorize the use of Viking Office Products for office supplies for the City.

**REVISION #1 IS PASSED AND APPROVED BY THE BOARD OF ALERMMEN OF THE CITY OF
HIGHLAND HAVEN ON THIS THE -----DAY OF FEBRUARY, 2003.**

Jake Kalisvaart, Mayor

City Secretary