



GENERAL SERVICES ADMINISTRATION PUBLIC BUILDINGS SERVICE  <b>SUPPLEMENTAL LEASE AGREEMENT</b>		SUPPLEMENTAL AGREEMENT No. 2	DATE			
		TO LEASE NO. GS-04B-50022	PAGE 2 of 10			
ADDRESS OF PREMISES	2644 Knob Creek Road Johnson City, TN 37603					
<p>Title to items for Tenant improvements shall vest in the Government. These items can be removed by the Government at any time. Unless the Government has removed the item(s) from the premises, Lessor shall remain responsible for maintenance, repair and replacement of all items provided by the Lessor under this lease. If after the lease term and any extended, renewal or succeeding lease term, the Government elects to abandon any items in place, title shall pass to the Lessor.</p> <p>All invoices shall be sent to: U.S. General Services Administration, Finance Division – 7BCP, 819 Taylor Street, Fort Worth, Texas 76102-0181 with the following <b>PS #: PS0022706</b>. Upon said payment, all removable non-structural fixtures shall become the property of the Government and may be changed, relocated and/or removed from the leased premises by the Government.</p> <p>Except as modified in this Agreement, all terms and conditions of the Lease shall remain in full force and effect, and in the event that any of the terms and conditions of this Agreement conflict with any terms and conditions of the Lease or any previous supplemental lease agreements, the terms and conditions of this Agreement shall control and govern.</p> <p>Lessor shall provide proper invoice, referencing this <b>PS #: PS0022706</b>, per instructions stated below:</p> <p><b>An invoice for payment must be submitted as follows:</b></p> <table> <tr> <td> <u><b>COPY</b></u>  General Services Administration  Property Acquisition &amp; Realty Services (4PEA)  77 Forsyth Street, Room 500  Atlanta, GA 30303 </td> <td style="text-align: center;"> -OR- </td> <td> <u><b>ORIGINAL</b></u>  General Services Administration  Greater Southwest Finance Center (7BCP)  P. O. Box 17181  Fort Worth, TX 76102 </td> </tr> </table> <p>Submit invoices electronically through the Finance Web-site at <a href="http://www.finance.gsa.gov">www.finance.gsa.gov</a>. When submitting the initial invoice, you will need to register for a "Password." This web-site will also allow vendors to research the payment on-line.</p> <p><u><b>A proper invoice must include:</b></u></p> <ul style="list-style-type: none"> <li>•Name of your Business Concern, Invoice Date, and original signature.</li> <li>•Lease Contract No., Supplemental Agreement No., and building location</li> <li>•Description, Price, and quantity of property and services actually delivered</li> <li>•You must note the "Payment Document (PS) Number" on your invoice prior to sending the original copy of the Invoice to GSA-Fort Worth, TX, or submitting the invoice electronically.</li> <li>•Tax ID No. of the approved Payee under the Lease that will receive the payment</li> </ul> <p>If the invoice is not submitted on company letterhead, it must be signed by the person(s) with whom the lease contract is made.</p>				<u><b>COPY</b></u> General Services Administration Property Acquisition & Realty Services (4PEA) 77 Forsyth Street, Room 500 Atlanta, GA 30303	-OR-	<u><b>ORIGINAL</b></u> General Services Administration Greater Southwest Finance Center (7BCP) P. O. Box 17181 Fort Worth, TX 76102
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