



# **Audio Visual and Communications Plan Entitlement Add-Ons**



SIGNET, LLC.

**SIGNET Savings Account (Annual Allowance)**

The SIGNET Savings Account is designed to treat services like your own bank account. Once the account has been funded, you will have the flexibility needed in deciding how and when your service hours should be used. You can rely on prompt, expert service without having to obtain billing approval for each and every service call.

- All time spent on service engagements will consume prepaid funds from your SIGNET Savings Account. The funds will be reduced based on the priority level along with the time spent on the engagement to the nearest 30-minute interval in accordance with rates specified on page 5 of this proposal.
- Any research required to solve a problem or issue that the client is experiencing will consume prepaid funds by actual time spent on such research to the nearest 30-minute interval.
- All service engagements and research will be documented in a report and made available to the client in a quarterly statement or upon request.
- All prepaid funds unused by the client will remain in the account until utilized, with no expiration date.

The client can request a cash refund for any unused funds or apply the bank funds to other SIGNET service work.

- Client can designate up to two (2) authorized users of the SIGNET Savings Account.

SIGNET Savings Account Authorized User List		
Name	Email	Phone

