



Sheet 2 - attached hereto and made a part of lease GS-07B-16355  
Supplemental Lease Agreement No. 6

The change described above and in the attached proposal pursuant to this SLA shall be maintained by the Lessor during the term of this lease and are to remain the property of the Lessor. Lessor waives restoration of the premises for these changes.

The total cost for the above work is \$2,677.00. All changes performed under this contract shall not exceed \$2,677.00. This total price includes a deduct for carpet that was originally specified for this area. Upon completion, inspection, and acceptance of the work by the Contracting Officer or Contracting Officer's designee, the Government shall reimburse the Lessor in a lump sum payment in the amount of \$2,677.00 within 30 days upon receipt of an original invoice.

The original invoice must be submitted directly to the GSA Finance office electronically on the Finance website at [www.finance.gsa.gov](http://www.finance.gsa.gov) and a copy provided to the Contracting Officer's designee. If you are unable to process the invoice electronically you may mail the original invoice to the following address:

General Services Administration  
FTS and PBS Payment Division (7BCP)  
PO Box 17181  
Fort Worth, TX 76105-0181

A copy of the invoice must be provided to the Contracting Officer's designee at the following address:

Aaron Laboon  
US General Services Administration  
819 Taylor St  
Room 5A18  
Fort Worth, TX 76102

A proper invoice must be on the Lessor's company letterhead and include the following:

- Invoice Date
- Name of the Lessor as shown on the Lease
- Lease contract number and building address
- Description, price, and quantity of items delivered
- GSA PDN # **PS0015240**

If the invoice is not submitted on company letter head, the person(s) with whom the Lease contract is made must sign the invoice.

Initials	
Gov't	Lessor

