

Instructions for Completing Microsoft Select Plus Agreement

- 1) Contact David Rounds, with SHI, at david_rounds@shi.com, or 1-800-509-2295 ext. 8024 or 1-512413-3714 to obtain forms.
- 2) Complete the top of page 2 for customer name/sig/name/title date.
- 3) Complete Section 1 on pages 4 and 5. NO PO BOXES for an address.
- 4) Then fax to 888-394-5322 or email david_rounds@shi.com. Please contact David Rounds with SHI with any questions at david_rounds@shi.com or 800-509-2295 ext 8024.