



Vendor Contacts and Ordering Instructions

All PEPPM orders should be faxed to PEPPM at 800-636-3779 or placed online through Epylon eCommerce.

Product Line: EarthWalk

Introduction

Earthwalk Communications is a supplier of mobile computer labs and accessories exclusively designed for educational and training facilities. Our products are engineered to provide ALL DAY battery power solutions in an economical and power efficient manner.

Orders may be placed direct, through EarthWalk, by contacting the following EarthWalk Representatives:

Contact for:

Pennsylvania:

Tom Little
Account Executive
877-427-1191
tomlittle@earthwalk.com

Northern California:

Jon Rengstorf
Account Executive
830-626-8248
jr@earthwalk.com

Southern California:

Justin McConnell
Account Executive
888-213-4900 x 279
justinm@earthwalk.com

Connecticut

Eric Stinson
Account Executive
888-213-4900 x 280
erics@earthwalk.com

Illinois:

Matt Herold
Account Executive
888-213-4900 x 238

matth@earthwalk.com

Maryland, Ohio:

Steven Carter
Account Executive
888-213-4900 x 244
steven@earthwalk.com

Delaware:

Andrew Davis
Account Executive
888-213-4900 x 227
andrew@earthwalk.com

Virginia:

Rya McConnell
Account Executive
888-213-4900 x 223
ryamcconnell@earthwalk.com

All Other States:

Tom Little
Account Executive
877-427-1191
tom@earthwalk.com

Placing an Order via Fax:

1. Locate product and prices on PEPPM.org or through a sales representative.
2. Our posted PEPPM prices are for a quantity of 1. Please contact Account Executive for quantity price quote.
3. **For direct orders**, address the orders to:
EarthWalk Communications, Inc.
C/o Contact listed above
10262 Battleview Parkway
Manassas, VA 20109

Or if using Resellers, please select an authorized reseller listed below and address the Purchase Order as follows:

EarthWalk Communications, Inc.
c/o (Selected Resellers Name)
Reseller Address

4. All quotes and orders should state "As per PEPPM 2010."
5. Fax the completed order to **800-636-3779**.
 - a. Your order will be reviewed and edited by PEPPM Staff.
 - b. You will be contacted to make any necessary corrections.
 - c. Your order will be issued to the vendor within 24 hours during the business week after all (if any) corrections are made.
 - d. Your order will be archived for audit support.

Placing an order Online:

Before placing an online order, make sure that your Ship-to Address has been entered by the individual in your organization that manages your Epylon information. Click on My Profile_My Ship-to Addresses to view the addresses available on your account. If it is not listed, you must add it before creating the PO form. Ship-to Addresses are added under Accounts_Ship-to Addresses.

1. Login to Epylon at www.epylon.com.
2. Click on the Contracts tab.
 - a. Choose between a "line item" or "contracts" search.
 - b. Select **EarthWalk Communications, Inc.** from the Vendor (Awardee) list.
 - c. Click "Search."
3. Add selected line items to a List.
4. Assign a reseller to the item by using the checking the box next to the item and clicking the "Assign Distributor"
5. To request a volume price break, add items to a Spot Price Check form along with your desired quantity and a Response Due Date. The vendor will be notified of your request via email. Once they respond, you'll be notified and can view the response on Epylon. (After viewing a winning response, continue with the instructions that follow.)
6. Add selected items to a Purchase Order form.
7. Click "Submit" after entering a valid PO number and shipping address.
 - a. The PEPPM contract will automatically be referenced in your PO.
 - b. You will retain a copy of the sent purchase order in your Epylon account. A Printable Version is also available.
 - c. The order will immediately be viewable by the vendor.
 - d. Your order will be archived for audit support.

For any assistance using Epylon, contact service@epylon.com or call 888-211-7438.

Reseller Listing

Orders may not be faxed directly to these resellers. All orders must be placed through the PEPPM fax number (800-36-3779) or Epylon eCommerce to assure PEPPM bid protection.

Select one of the authorized resellers/dealers listed below and address the orders to:

EarthWalk Communications, Inc.
c/o (Selected Reseller Name – see below)
(Reseller Address – see below)
(Reseller Phone – see below)

In the body of the purchase order, please include the following language: "As per PEPPM 2010"

OmniPro Systems, Inc
50 Mendell St #2
San Francisco, CA 94124
Contact: Steven Garcia, Phone (916) 870-0555, steve@omnipro.com