

## Water, Coffee, Beverage & Equipment Agreement and Terms

**I. Le Bleu Information:**

Le Bleu – Fayetteville, NC 565 Assembly Court Fayetteville, NC 28306 919.239.8000	Le Bleu – Raleigh, NC 3208 Wellington Court Ste 107 Raleigh, NC 27615 919.239.8000	Le Bleu – Wilson, NC 3010 Meteor Drive Wilson, NC 27893 252.243.2115
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**Local Le Bleu Office #:** \_\_\_\_\_

**Customer Account #:** \_\_\_\_\_

**II. Customer Information:**

Company / Individual: \_\_\_\_\_

Email Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Contact/Landlord Name: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Federal ID #: \_\_\_\_\_

Delivery Address: \_\_\_\_\_

Bill To Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

County: \_\_\_\_\_

Mobile: \_\_\_\_\_ *By providing a wireless/land line number, you are giving prior express consent to call that number*

MasterCard  Visa  American Express  Discover  Set-up Only  Monthly Draft

Credit Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Signature: \_\_\_\_\_

<b>Description of Equipment:</b>	<b>Number of 5-gallon bottles:</b> _____
Serial #: _____	ID/Model: _____
Serial #: _____	ID/Model: _____
Serial #: _____	ID/Model: _____
<b>Attach Additional Serial #'s if needed</b>	<b>Number of Carafes:</b> _____

**III. Payments and Terms – The Parties Agree That:**

- A. For the use of each coffee brewer, Customer agrees to pay rent in the amount of \$ \_\_\_\_\_ per month plus applicable taxes. For the use of each water cooler, Customer agrees to pay rent in the amount of \$ \_\_\_\_\_ per month plus applicable taxes. If Customer cancels account prior to completing a 12-month period of service, Customer will be charged for all free product received at setup. Customer agrees to pay a bottle deposit fee of \$ \_\_\_\_\_ per bottle plus applicable taxes. Customer will be assessed additional bottle deposit fees for any bottles returned to Le Bleu in an unsatisfactory condition. If bottles are returned to Le Bleu in satisfactory condition upon termination of account, the fee may be refunded to customer if written request is received by Le Bleu within 30 days of termination. Customer agrees not to use bottles for any purpose other than storage of Le Bleu Water. Le Bleu will not refund the customer for full bottles of water. **Regarding Visi-Coolers, there will be no monthly fee for any month in which the customer purchases \_\_\_\_\_ cases of Le Bleu products. Regarding Keurig Brewers, there will be no monthly fee for any month in which the customer purchases \_\_\_\_\_ sleeves of Green Mountain Coffee**
- B. Equipment shall not be moved from the original address of installation without written consent of Le Bleu. Only Le Bleu water is to be used with any & all equipment provided by Le Bleu. All coffee and condiments for the coffee service must be purchased from Le Bleu.
- C. Customer authorizes Le Bleu to enter any premises at all reasonable times where the water cooler, coffee brewer or bottle is located for service work, installation or removal of equipment if necessary. Customer is responsible for unplugging the water cooler or coffee brewer when the reservoir is low to prevent damage to the cooler's condenser. The water cooler, coffee brewer or bottle shall not be deemed affixed or attached to Customer's real estate & shall remain Le Bleu's property.
- D. **Customer assumes full liability for loss, damage or destruction to any of the equipment, water cooler, coffee brewer or bottle (reasonable wear and tear expected) or any injury to any person or damage to any property caused by or in connection to any of the equipment, water cooler, coffee brewer or bottle while on the Customer's premises.**
- E. Upon termination of this agreement, Customer shall peaceably surrender all equipment and product to Le Bleu and is responsible for returning the equipment and product to Le Bleu at Customer's expense and in an undamaged condition. Customer agrees to pay Le Bleu if Customer fails to surrender or damages such equipment and product the fair market value (minimum \$250) of the property as reasonably determined at the sole discretion of Le Bleu who shall have the right to charge the Customer's credit card or account.
- F. Lost or Stolen Equipment: Under this Agreement, Customer agrees to pay Le Bleu for any lost, stolen or damaged equipment for the fair market value as reasonably determined at the sole discretion of Le Bleu who shall have right to charge the Customer's credit card or account.
- G. It is the Customer's responsibility to clean and sanitize water cooler or coffee brewer periodically. Instructions for cleaning and sanitizing water cooler, coffee brewer, and Visi-Cooler are provided on back of this Agreement.
- H. The Customer agrees to pay Le Bleu the cost of collecting any amount owed or enforcing any right hereunder, including reasonable attorney's fees, court costs, and collection agency fees. **Past due accounts will be sent to Collections. Past due accounts are assessed penalty fees which will appear on your monthly statement.** *By providing a wireless/land line number, you are giving prior express consent to call that number.*
- I. This agreement shall become effective upon the date of execution and shall remain in full force and effect until terminated by thirty (30) days advance written notice from one party to the other.

This agreement entered into this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

**Le Bleu Central:**  
Printed Name \_\_\_\_\_  
Signature: \_\_\_\_\_

**Customer:**  
Printed Name \_\_\_\_\_  
Signature: \_\_\_\_\_

### 5 Gallon Bottle Safe Handling Tips

- *Lifting 5 gallons of water is equivalent to lifting more than 40 pounds.*
- *Warm up before lifting the bottle. Do a few stretches for the muscles in your legs and back.*
- *Avoid lifting 5 gallon bottles on slippery or uneven surfaces.*
- *Don't lift the bottle if it is too heavy for you. If you sense a strain, the bottle is too heavy for you.*

### Instructions for Cleaning and Sanitizing Water Cooler Only

**Step 1:** Unplug the cooler. Remove the 5-gallon bottle from the cooler.

**Step 2:** Remove the *Water Safe – Water Guard* top from cooler so that the reservoir is exposed. (*See directions below on how to remove top*)

#### Directions for Removing Water Safe - Water Guard Top

Type 1: Water Guard with Filter on Outside (Beige Cooler)

1. Pull off cooler top with one hand while holding down cooler with opposite hand.

Type 2: Water Safe (White Color)

1. This device is attached to cooler lid. With one hand reaching to the back of cooler, lift up on cooler lid. At the same time, with opposite hand, push in side cooler.
2. Remove complete lid and Water Safe.

**Step 3:** The reservoir will be full of water. With the reservoir full add 1 teaspoon of household bleach. Allow to stand about 15 minutes.

#### **\*\*WARNING\*\***

- *DO NOT drain the HOT or RED faucets.*
- *DO NOT use household bleach in the HOT tank.*
- *As long as the red faucet is not drained, this will seal the hot tank.*
- *The cold faucet may be drained as instructed below.*

**Step 4:** Drain faucets into pitcher and dispose of chlorinated water.

**Step 5:** Fill reservoir with clean Le Bleu Water. Completely drain cooler of the Le Bleu Water. Discard this water properly.

**Step 6:** Use a clean, damp cloth with water and household bleach to wipe down *Water Safe – Water Guard*. ***Do not get filter wet!***

**Step 7:** Place *Water Guard – Water Safe* lid back on to the cooler then place the 5-gallon bottle back on to the cooler.

### Coffee Brewer Preventive Maintenance

- After removing empty 5 gallon bottle, be sure to wipe out any excess water from the Water Safe area before replacing with a fresh 5 gallon bottle of water.
- Check and clean the 'Coffee Spray Head' as necessary.

### Visi-Cooler Preventive Maintenance

- **Every 3-6 months:** Unplug unit.
- Check fan compressor area which is located behind front grate (vent) area of Visi-Cooler.
- Remove any dust or debris from the fan area with a vacuum or small blower.
- This preventive action will insure that the cooler is working properly and efficiently.

### Water Storage Tips

- Always store bottled water inside a clean, cool, dry, and well ventilated area.
- DO NOT store water bottles in the same area as cleaners, paint, or other chemicals.
- Avoid storing water bottles in direct sunlight or above room temperature.
- Always clean and wipe off the top area of the bottle before placing on to the water cooler.
- Never touch the end of the spigot of the water cooler with your hands or anything that has come in contact with your mouth, such as drinking glasses, cups, or refillable water bottles.