



Kristine Cucinello
Coordinator
Technology Acquisition Services
15 Andrea Road
Holbrook, New York 11741
Voice: (631) 244-4213
Fax: (631) 244-2507
E-mail: kcucinel@esboces.org

MEMORANDUM

To: Districts
From: Kristine Cucinello
Date: September 2006
Re: Tandberg Videoconference Unit Maintenance

Welcome back to school! If you are planning a videoconference, during this school year now is the time to obtain your maintenance plan.

Eastern Suffolk BOCES has obtained pricing information on a maintenance plan for Tandberg videoconferencing units.

The benefits of the 1 Year Customer Core Maintenance (Tandberg 500/550) plan are:

- Small Room (Next Business Day Parts & Labor)
- Unlimited Telephone Technical Support during business hours
- Software update notification through e-mail, typically, there are two software updates per year.

If you need to sign up for your Tandberg maintenance plan, please contact my office to process your request.

If you are no longer using this equipment, please contact my office to discuss its removal from your school district.

Thank you.