

Client Report: HEARST, TOWN OF

Client Details

Name	HEARST, TOWN OF
Xerox Number	
Community	Hearst
Address	
PO Box	
Phone	705-362-4341 X 0
Email	reception@hearst.ca
Contact 1	Kim
Contact 2	
I.T. Vendor	
OECM	NO
Comments	

Products

Model	Serial	Install Date	Status	Lease holder	Contract Expires	Comments
No products found.						

Logbook Entries

Date	Type	Title	Due Date	Action
Aug. 11, 2025	ISSUES	FILE TRANSFER: OUTLOOK	Oct. 19, 2025	AUGUST 11, 2025 - FILE TRANSFERRED FROM OUTLOOK.
Aug. 11, 2025	PROPOSAL	Request for Proposal	Oct. 19, 2025	August 11, 2025. Submitted a proposal to the municipality for a Xerox C8230. Included pricing for the OECM contract that was developed for the City of Timmins. Valerie from Tecnor is printing and delivering the proposal. Send her a thank you card.
Aug. 6, 2025	CONTRACT	FINANCE / CONTRACT / AIRP	Oct. 15, 2025	

Date	Type	Title	Due Date	Action
				August 11th, 2025. Sent a copy of the invoice to Marc-Olivier for the accessories. Waiting for payment. Provided details to Marc-Olivier about the wireless options available for the Xerox C415. He will speak with his IT manager about the options. We need to better understand what they are trying to accomplish. Send an invoice for the additional accessories.
July 17, 2025	ISSUES	SERVICE / RECEPTION	Oct. 19, 2025	July 2025: All issues have been resolved. Kim called from the reception area. She's new in the role. Print quality issues - told her to change the drum. Give her instructions on how to place service calls.