Entering a Library Management Arrangement (LMA) unifies all of your print subscriptions into a single contract that will cost you less in dollars and administrative time over the next three years. You will receive just one monthly bill that allows you to predict your total subscription cost accurately for the term of your contract.

YOUR LMA WILL:
• Cost less over a three-year time period
• Require less administrative time
• Provide informed budgeting

Lock in prices today and hold future price increases to a minimum
Your pricing is fixed, so your library is unaffected by subscription price increases for the life of the contract. In addition, you freeze any discounts currently in place – all without reducing the quantity or quality of your print collection.

Streamline your administrative processes
Think about how much time you devote to monitoring numerous individual print subscriptions, reviewing bills, and authorizing payments. Your LMA:
• Frees you from time-consuming accounting responsibilities
• Eliminates hours of bookkeeping
• Provides a fixed monthly rate
Instead, you can spend your time assisting patrons and/or clients, evaluating materials, and handling other professional responsibilities.

Base your budgets on set prices
Budgets are more accurate and cost-effective when based on multiyear planning. With your LMA, your print bill stays the same from month to month within the year – a marked contrast to the peaks and valleys that can occur with individual subscriptions. You know precisely what you will pay several years in advance. This simplifies year-to-year cost comparisons and allows you to construct accurate budgets further into the future.

What is the next step?
Simply tell your local representative that you are interested in an LMA. Your representative will compile a detailed comparison of print and Thomson Reuters ProView® eBook subscriptions under your current plan and under an LMA, including an estimate of your projected savings over the next three years. We promise to answer all of your questions so you can make a well-informed decision.

This Library Management Arrangement is not available to all organizations. This brochure does not constitute an offer to enter into any agreement. Please contact your representative for further details.
LMA invoice review is more efficient.

1) BILLING PERIOD
Invoice covers any subscription item shipped to or billed to your account between the dates shown.

1a) All LMAs are billed on the first of the month for the full monthly price (October 1 in this example). Because October 1 falls within the billing period of this invoice, the LMA charges for the month of October are included in this invoice.

2) TOTAL INVOICE AMOUNT
Package and other charges to remit by payment due date.

3) LIBRARY PLAN CHARGES
Charges for the LMA and any other Thomson Reuters print packages.

4) TOTAL (FOR LIBRARY PLAN CHARGES)
Includes all the preceding package subscriptions.

5) SUBSCRIPTION PRODUCT CHARGES
Charges for all other Thomson Reuters print materials, excluding online and new sale items that are not part of the LMA or another package subscription. These are billed at their regular subscription rates.

6) SUBSCRIPTION PRODUCT CHARGES TOTAL
Includes all the preceding non-package subscriptions.
Billing Option Flexibility

LMA customers can choose one of the three billing options below. Regardless of the billing option you choose, the total LMA monthly price does not change during the subscription period.

<table>
<thead>
<tr>
<th>Billing Option A</th>
<th>Billing Option B</th>
<th>Billing Option C</th>
</tr>
</thead>
<tbody>
<tr>
<td>SINGLE INVOICE</td>
<td>LOCATION-LEVEL INVOICING</td>
<td>FIXED VALUE BY LOCATION</td>
</tr>
</tbody>
</table>

Best suited for organizations that:

- DO NOT require location-level budgeting.
- DO require location-level budgeting.
- 1) have locations whose library collections do not change and 2) for which billing options A and B will not work.

Where is the invoice sent?

- To one location designated by your organization.
- To all locations participating in the LMA.
- Either to all locations participating in the LMA or to one location.

Can any location view, download, and print the invoice and shipment detail on My Account?

- Yes.
- Yes.
- Yes.

In addition to the LMA monthly price, does the invoice include line-item pricing by location for any titles not included in the LMA?

- Yes.
- Yes.
- Yes.

Does the total LMA monthly price change from one month to the next during the subscription period?

- No.
- No.
- No.

May the location-specific allocation percentage of the total LMA price change from one month to the next?

- Yes. See Billing Options A & B Example.
- Yes. See Billing Options A & B Example.
- No. See Billing Option C Example.

For more information, contact your Thomson Reuters representative, call 1-800-344-5009 or visit legalsolutions.com/lma.
Billing Options A and B Example

How location-specific allocations of the total monthly LMA price are determined

Invoices under Billing Options A and B show the portion of the LMA's total monthly price allocated to each location. **Under Option A, one invoice is sent to a designated location; under B, each location receives an invoice for their portion.** These allocations equate to the proportional value of the annual total **at time of order divided by 12**. For ease of budgeting, the monthly portions are independent of monthly publishing and shipping activity. When the underlying retail value of the contents of the LMA changes in one or more locations, the percentage of the monthly price allocated to each location changes proportionally. The total LMA monthly price remains unchanged during the subscription period.

**EXAMPLE:**
Assume the total monthly price for ABC Organization’s LMA is $10,000. In January, ABC Organization Location 1 houses 60% of the retail value of the print subscriptions within the LMA. ABC Organization Location 2 houses 40% of the retail value of the print subscriptions within the LMA. The percentage of the LMA monthly price allocated to each location would be as follows:

<table>
<thead>
<tr>
<th>January</th>
<th>ABC Organization: LOCATION 1</th>
<th>ABC Organization: LOCATION 2</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>% of actual retail value of subscriptions allocated to location</td>
<td>60%</td>
<td>40%</td>
<td>100%</td>
</tr>
<tr>
<td>Amount of LMA bill allocated to location</td>
<td>$6,000</td>
<td>$4,000</td>
<td>$10,000</td>
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Now, assume that a title in Location 1 is transferred to Location 2 in February, causing the actual retail value of the print subscriptions under the LMA in Location 1 to drop and Location 2 to increase, thus proportionally impacting the percentage of the monthly price allocated to each location.

<table>
<thead>
<tr>
<th>February</th>
<th>ABC Organization: LOCATION 1</th>
<th>ABC Organization: LOCATION 2</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>% of actual retail value of subscriptions allocated to location</td>
<td>55%</td>
<td>45%</td>
<td>100%</td>
</tr>
<tr>
<td>Amount of LMA bill allocated to location</td>
<td>$5,500</td>
<td>$4,500</td>
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The above is just one example of how we may calculate each location’s portion of the invoice and why it may vary from one month to the next. The most common events that may cause fluctuations in your location’s portion include changes in tax rates, title terminations, and swaps. Again, regardless of any changes in a location’s portion, the total monthly price does not change during the subscription period.
Billing Option C Example
How location-specific allocations of the total monthly LMA price are determined

In this option, customers have fixed monthly allocations by location. These allocations equate to the proportional value of the annual total at that location at time of order divided by 12. For ease of budgeting, the monthly portions remain frozen and are independent of monthly publishing and shipping activity. (As with every billing option, the total LMA monthly price remains unchanged during the subscription period.)

**EXAMPLE:**
Assume the total monthly price for ABC Organization’s LMA is $10,000 with two locations, each having a fixed allocation percentage. If a title in Location 1 is transferred to Location 2 in February, the allocation per location will not change – since the rate is frozen based on the value allocated to each location at time of order.

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THOMSON REUTERS PROVIEW eBOOKS

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