



October 5, 2021

Dear Valued Customer,

Recently we shared the exciting news of the addition of Hobsons and Intersect to the PowerSchool team. As we integrate Intersect and Hobsons into our existing processes, you will start to see some differences in your invoices.

What will change?

Beginning October 2021, your invoices will look a little different now that we've fully integrated our Invoicing and Accounts Receivable processes.

- Your invoices will now come to you from the PowerSchool email address (AR@PowerSchool.com). Be sure to check your email filters and folders, as this is a new sender.
- Your invoice will now include the PowerSchool brand at the top.
- Your "remit to" methods and address will be different.
 - PowerSchool offers multiple payment methods, including a variety of secure electronic payment options. The payment options are available from the link on your invoice.
 - If paying by check, please note the new payment "remit to" address on your PowerSchool invoice.
- You may see some product names change too, to reflect the PowerSchool brand.
- Your invoices may now include the required state and local taxes. As you likely know, depending on your locality and purchases, taxes may be required. PowerSchool adheres to all state and local tax regulations and will collect and submit the required taxes going forward.

What action(s) do you need to take?

Check your email filters and folders to ensure you receive your invoices and other communications from AR@PowerSchool.com.

If you believe you are entitled to a sales tax exemption, please email your completed exemption certificate to AR@powerschool.com or fax to (916) 357-9934. Exemptions vary across jurisdictions; therefore, PowerSchool does not provide exemption forms. Please obtain an exemption certificate from the governmental body imposing the tax based on your ship-to address. You may contact your local taxing authority if you have questions about state and local tax exemptions.

Please direct all future payments for Hobsons and Intersect products and services according to the details on your invoice. You can use the secure and convenient “PayNow” button on your invoices or remit as follows:

Remit by Check (US Mail Only):	Remit by Check (Courier):	Remit by Wire or ACH:	Customer Service:
PowerSchool Group LLC PO Box 888408 Los Angeles, CA 90088-8408	Wells Fargo Lockbox Services #0138408 3440 Flair Dr. El Monte, CA 91731	Wells Fargo Bank, NA Account Name: PowerSchool Group LLC ABA Routing No: 121000248 Account No: 4633847017 SWIFT: WFBIUS6S (Include invoice number in transmission)	ar@powerschool.com 888-256-7641 (Toll- free) 916-357-9934 (Fax)

If you require an update to your vendor forms and/or registration, please promptly notify your AR@powerschool.com, and we will work with you to update such forms and registration as soon as possible.

Kindly forward this notice to all key stakeholders in your school, district, or department who need to be aware of these changes. If you have any questions, please contact AR@powerschool.com.

The W-9 to be utilized going forward is attached for your convenience. PowerSchool Group LLC and its affiliates file taxes on a consolidated basis under PowerSchool Holdings LLC (EIN: 47-4674631).

What will not change?

You can expect to continue to receive the high-quality support, services, and solutions that you have historically received. While you will see a change in branding, the products and services you receive under your current contracts will remain unchanged. These products and services will continue to be provided in accordance with the terms and conditions of your existing agreement through its expiration date or until the next renewal date. In the future, you will start to see PowerSchool-branded agreements and related documents.

Sincerely,

Cindy Dutra
Senior Director, Finance Operations
PowerSchool Group LLC