

**STATE OF TEXAS
PURCHASE ORDER**

1. Agency Name & No. TEXAS STATE LIBRARY & ARCHIVES COMMISSION 306 Tax Exempt agency of the Texas State Government		4. Purchase Order No. 306-16-8082	12. HUB: N/A	13. Order Type: Service
2. Agency Billing Address **ACCOUNTING DEPARTMENT** Texas State Library & Archives Commission PO Box 12516 Austin, TX 78711-2516 Email invoices to: AP@tsl.texas.gov Phone: (512) 463-5473; Fax: (512) 475-0185		5. PCC E	14. Vendor Identification No: [REDACTED]	
		6. Current Document No.	15. Vendor Address: City of Lufkin dba Ellen Trout Zoo PO Box 190 Lufkin, TX 759020190	
		7. Document (order) amt \$50.00	16. Vendor Contact Info: Debra Hadnot Phone: (936) 633-3657 Fax: (936) 633-3667 Email:	
		8. REF DOC	9. Service Period or Expected Delivery Date: 9/12/2015	
3. Destination of goods or service FOB Destination Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701		10. Agency Contact: Pam Rodriguez Email: prodiguez@tsl.texas.gov		Phone: (512) 463-3037 Fax: (512) 475-3393
		11. TSLAC Project Contact: Heather Bailey Email: hbailey@tsl.texas.gov		Phone: (512) 463-5452
		*VENDOR MUST REFERENCE PURCHASE ORDER NUMBER ON ALL INVOICES OR INVOICE WILL BE RETURNED TO VENDOR. THIS PURCHASE HAS BEEN DETERMINED TO BE THE "BEST VALUE."		

17. Description

Booth fee for the following staff to exhibit at the Special Needs Family Zoo Day.
Dates: September 12, 2015
Location: Ellen Trout Zoo, Lufkin, TX

Registration form has been faxed to Ms. Hadnot.

ACCOUNTING NOTE: Prompt payment is needed to ensure booth. Please check form for payment and mailing instructions. Include the form with payment. Thank you!

Grant Number: LS-00-15-0044-15 – FFY 2015 | CFDA: 45.310 – Grants to States | Institute of Museum and Library Services

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	43142	16	7470	7403	\$50.00	
19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Booth registration for Heather Bailey	971-05	1	Each	\$50.00	\$50.00

PRE-PAYMENT REQUIRED

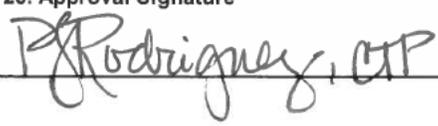
Grand Total \$50.00

26. Legal Cites:

27. Division Tracking Number: TBP 16-36

Per Texas Tax Code 151.309, the Texas State Library and Archives Commission is a tax-exempt agency. If you need further proof of this, please contact the Agency Contact in box #10.

Confirmation of receipt is required, please sign box #29 and return signed PO via email: purchasing@tsl.texas.gov or fax: (512) 475-3393.

28. Approval Signature 	Date 9/13/2015	29. Vendor Signature	Date
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