

**STATE OF TEXAS  
PURCHASE ORDER**

<b>1. Agency Name &amp; No.</b> <b>TEXAS STATE LIBRARY &amp; ARCHIVES COMMISSION</b> 306 Tax Exempt agency of the Texas State Government	<b>4. Purchase Order No.</b> 306-16-8092	<b>12. HUB:</b> N/A	<b>13. Order Type:</b> Service
	<b>5. PCC</b> E	<b>14. Vendor Identification No:</b> <span style="background-color: black; color: black;">XXXXXXXXXX</span>	
<b>2. Agency Billing Address</b> <b>**ACCOUNTING DEPARTMENT**</b> 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	<b>6. Current Document No.</b>	<b>15. Vendor Address:</b> Automated Business Systems 5300 Hollister, Suite #100 Houston, TX 77040	
	<b>7. Document (order) amt</b> \$1,034.00	<b>16. Vendor Contact Info:</b> Beverly Henley <b>Phone:</b> (713) 682-1919 <b>Fax:</b> (713) 682-0147 <b>Email:</b> Beverly@absservices.com	
<b>3. Destination of goods or service</b> FOB Destination Attn: Beverly Shirley Talking Book Program - Circulation 4400 B Shoal Creek Blvd Loading Dock # 4 Austin, TX 78756	<b>8. REF DOC</b>	<b>9. Service Period or Expected Delivery Date:</b> 11/1/2015 - 10/31/2016	
	<b>10. Agency Contact:</b> Pam Rodriguez <b>Email:</b> prodiguez@tsl.texas.gov		<b>Phone:</b> (512) 463-3037 <b>Fax:</b> (512) 475-3393
	<b>11. TSLAC Project Contact:</b> Beverley Shirley <b>Email:</b> bshirley@tsl.texas.gov		<b>Phone:</b> (512) 452-7306

**17. Description**

*Renewal of Maintenance Service Agreement for the Formax FD-550 Low Volume Industrial Forms Burster with Base, Slitters and Tractor Feed Assembly for the service period of November 1, 2015 through October 31, 2016.*

*There are two inspections completed during the service period. Inspection are performed (approximately) in six month intervals. First inspection will follow receipt of payment. Other terms are as stated in "maintenance agreement" which was originally purchased under PO # 306-14-8518.*

*ACCOUNTING NOTE: Prepayment for services is due in advance.*

*This purchase order is to be used on an as needed basis and may be used in part, in whole, or not at all as deemed necessary by the Texas State Library and Archives Commission. Purchase Order Terms & Conditions and Invoicing Instructions are attached. Vendor should note that the annual total of the invoice amounts cannot exceed the total purchase order amount without prior approval from the Purchasing Department.*

*This contract is contingent upon the continued availability of appropriations and may be cancelled with no additional cost to the agency if appropriations become unavailable. If this contract is cancelled due to unavailability of appropriations, the agency will only pay for services that have already been rendered up to the date of cancellation.*

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	43211	16	7367	7405	\$1,034.00	
19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Maintenance Service Agreement for Formax FD-550 Low Volume Industrial Mini Burster, SN: C14460	936-48	1	Year(s)	\$1,034.00	\$1,034.00

**INTERNAL REPAIR**

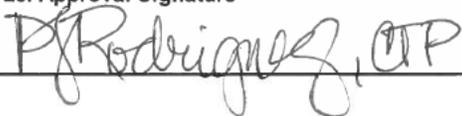
**Grand Total**                    \$1,034.00

**26. Legal Cites:**

**27. Division Tracking Number:** TBP 16-33

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.

<b>28. Approval Signature</b> 	<b>Date</b> 9/3/2015	<b>29. Vendor Signature</b>	<b>Date</b>
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# Automated Business Systems

5300 Hollister, Suite 100  
Houston, TX 77040

Phone # 713-682-1919 Fax # 713-682-0147

www.absservices.com

Date	Invoice #
8/25/2015	22821

Bill To
Texas State Library & Archives Comm. Accounts Payable/Pam Rodriguez PO Box 12516 Austin, TX 78711-2516

Ship To
Texas State Library & Archives Commission Attn: Edward Earle 4400B Shoal Creek Blvd. Austin, TX 78756

P.O. Number	Terms	Rep	Ship/Service	Via	F.O.B.
306-15-8272 <i>16-8092</i>	Due on receipt	DJ	10/31/2015		

Quantity	Item Code	Description	Price Each	Amount										
1.0	MA-SanAntonio	Annual Maintenance Service Agreement Renewal - Formax FD550 Forms Burster, SN: C14460 11/1/15 - 10/31/16	1,034.00	1,034.00										
				<b>RECEIVED</b> <b>AUG 28 2015</b> <b>ACCOUNTING</b>										
<div style="border: 1px solid black; padding: 10px; text-align: center;"> <p>PLEASE NOTE OUR REMIT TO ADDRESS HAS CHANGED TO: AUTOMATED BUSINESS SYSTEMS 5300 HOLLISTER, SUITE 100 HOUSTON, TEXAS 77040.</p> </div>			<table border="1"> <tr> <td>Subtotal</td> <td style="text-align: right;">\$1,034.00</td> </tr> <tr> <td>Sales Tax</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$1,034.00</b></td> </tr> <tr> <td>Payments</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td><b>Balance Due</b></td> <td style="text-align: right;"><b>\$1,034.00</b></td> </tr> </table>		Subtotal	\$1,034.00	Sales Tax	\$0.00	<b>Total</b>	<b>\$1,034.00</b>	Payments	\$0.00	<b>Balance Due</b>	<b>\$1,034.00</b>
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BuyBoard Approved Vendor

Thank You for Your Business!  
Please Visit our Web Site At: [www.absservices.com](http://www.absservices.com)