

**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. 306-16-8146	12. HUB: N/A	13. Order Type: Service
	5. PCC	14. Vendor Identification No: ██████████	
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	6. Current Document No. DT-9	15. Vendor Address: UT Austin, Governors Center for Management Development LBJ School of Public Affairs 3001 Lake Austin Blvd, Ste 3.306 Austin, TX 787034206	
	7. Document (order) amt \$3,450.00		
3. Destination of goods or service FOB Destination Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701	8. REF DOC	16. Vendor Contact Info: Joyce Sparks Phone: (512) 471-3200 Fax: Email: gcmd@austin.utexas.edu	
	9. Service Period or Expected Delivery Date: 10/7/2015 - 12/14/2016	10. Agency Contact: Pam Rodriguez Phone: (512) 463-3037 Email: prodiguez@tsl.texas.gov Fax: (512) 475-3393	
	11. TSLAC Project Contact: Email:	Phone:	

17. Description

Registration for the following staff to attend the following training courses:

Notes from vendor: Vendor will mail an invoice to the registrant at the address when registering. We do not need to receive payment prior to the event and we ask that payment not be brought to the event.

ACCOUNTING NOTE: Please send warrant for payment so that payment can be properly tracked. Thank you!

Cancellation Policy

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18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17111	16	7203	7051	\$575.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Registration for Len Bryan to attend the "Problem Solving and Decision Making" course Dates: October 27-28, 2015; Location: Austin, TX	924-25	1	Each	\$575.00	\$575.00

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
002	17931	16	7203	7103	\$475.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
2.	Registration for Len Bryan to attend the "Lean Management in the Public Sector" course Date: October 26, 2015; Location: Austin, TX	924-25	1	Each	\$475.00	\$475.00

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18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
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19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
3.	Registration for Jennifer Peters to attend the "Strategies for High Impact Presentations" course Dates: October 7-8, 2015; Location: Austin, TX	924-25	1	Each	\$575.00	\$575.00
4.	Registration for Jennifer Peters to attend the "Problem Solving and Decision Making" Dates: October 27-28, 2015; Location: Austin, TX	924-25	1	Each	\$575.00	\$575.00
5.	Registration for Jennifer Peters to attend the "Team Building" course Dates: November 2-3, 2015; Location: Austin, TX	924-25	1	Each	\$575.00	\$575.00
6.	Registration for Jennifer Peters to attend the "Management Development" course	924-25	1	Each	\$675.00	\$675.00

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

INVOICE TO FOLLOW

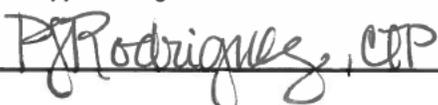
Grand Total \$3,450.00

26. Legal Cites: State Employees Training Act, Texas Government Code, Annotated, Sec. 656.041 - 656-049 (Vernon 1994)

27. Division Tracking Number: LDN-16-074

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 10/5/15	29. Vendor Signature	Date
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Lean Management in the Public Sector

Registration Successful!

Len Bryan, your registration for "Lean Management in the Public Sector" was successfully submitted.

You should receive a confirmation email within 5-7 business days of your registration.

If you have any questions or concerns, please call 512-475-8100.

Cancellation Policy

Cancellations may be made by phone but must be followed up in writing. Participants must notify their agency liaison and the Governor's Center for Management Development if they must cancel. Cancellations received eight (8) or more days before the class date will not be billed. After that, cancellations or rescheduling are subject to the entire class tuition. Substitutions for registered participants will be accepted up to the start date for each class. Please note that if you don't cancel and don't attend, you will be billed for the full tuition.

[close window](#)

Problem Solving and Decision Making

Registration Successful!

Len Bryan, your registration for "Problem Solving and Decision Making" was successfully submitted.

You should receive a confirmation email within 5-7 business days of your registration.

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Problem Solving and Decision Making

Registration Successful!

Jennifer Peters, your registration for "Problem Solving and Decision Making" was successfully submitted.

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Management Development Program - Austin

Registration Successful!

Jennifer Peters, your registration for "Management Development Program - Austin" was successfully submitted.

You should receive a confirmation email within 5-7 business days of your registration.

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Teambuilding

Registration Successful!

Jennifer Peters, your registration for "Teambuilding" was successfully submitted.

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[close window](#)

Strategies for High Impact Presentations

Registration Successful!

Jennifer Peters, your registration for "Strategies for High Impact Presentations" was successfully submitted.

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10/5/2015 Amended PO in SFX 001 to substitute Rosemary Willrich for Len Bryan

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Registration for the following staff to attend the following training courses:

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Grand Total \$3,450.00

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28. Approval Signature	Date	29. Vendor Signature	Date
<i>P. Rodriguez, CTP</i>	<i>10/5/15</i>		

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10/29/2015 Amended PO for Team Building course that was rescheduled due to cancellation of November class. Confirmation of class substitution is attached.

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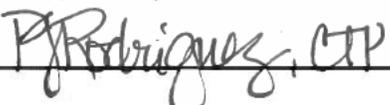
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