

**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. 306-16-8185	12. HUB: N/A	13. Order Type: Spot
	5. PCC H	14. Vendor Identification No: [REDACTED]	
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.	15. Vendor Address: CITIBank MyBinding.com 1800 NE 25th Ave, Ste 15 Hillsboro, OR 97124	
	7. Document (order) amt \$55.51	16. Vendor Contact Info: Phone: (800) 944-4573 Fax: Email: sales@mybinding.com	
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	9. Service Period or Expected Delivery Date: 11/3/2015	
	10. Agency Contact: Pam Rodriguez Email: prodriguez@tsl.texas.gov		Phone: (512) 463-3037 Fax: (512) 475-3393
	11. TSLAC Project Contact: Email:		Phone:

17. Description

PROCUREMENT CARD PURCHASE

Order # 100525166
Binding supplies for SLRM

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	06567	16	7300	7699	\$55.51	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	10mm Clear 4:1 Pitch Spiral Binding Coil, 100/pkg Part #: P100-10-12	125-22	4	Pkg(s)	\$11.39	\$45.56
2.	Standard Shipping (3-5 days)	962-86	1	Lot(s)	\$9.95	\$9.95

INTERNAL PO ONLY

Grand Total \$55.51

26. Legal Cites: TPASS Delegated Purchases as defined by TAC Title 34, Part 1, Chapter 20, Subchapter C, Rule §20.41

27. Division Tracking Number: SLRM 16-053

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 10/27/2015	29. Vendor Signature	Date
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