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.** 306-16-8203	**12. HUB:** N/A	**13. Order Type:** Service
	5. PCC	**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.** DT-9 **7. Document (order) amt** $205.00 **8. REF DOC**	**15. Vendor Address:** American Library Association, C/O Compusystems 2651 Warrenville Rd, Suite 400 Downers Grove, IL 605155753	
*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."	**9. Service Period or Expected Delivery Date:** 1/8/2016 - 1/12/2016	**16. Vendor Contact Info:** **Phone:** **Fax:** (708) 344-4444 **Email:** alaregistration@compusystems.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	**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

Registration for the following staff to attend te American Library Association Midwinter Meeting
Dates: January 8-12, 2016
Location: Boston, MA

Registration has been submitted online. TSLAC/LSTA Terms & Conditions and Invoicing Instructions are attached.

Vendor Cancellation Policy:
Registration cancellations must be sent in writing, postmarked by December 11, 2015, to ALA Registration, c/o CompuSystems, PO Box 6271, Broadview, IL 60155-6271. Fax : 708-344-4444. There is a handling fee of $25 for each registration item cancelled, and no refunds for cancellations postmarked after December 11, 2015. Registrations made after December 11, 2015 are nonrefundable. We cannot offer refunds for Exhibits-Only badges or Daily Fees. Refunds are processed after the conference. Email:alaregistration@compusystems.com

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17112	16	7203	7104	$205.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	ALA Member Registration for Danielle Plumer Confirmation # 234272	924-25	1	Lot(s)	$205.00	$205.00

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

INTERNAL PO ONLY **Grand Total** $205.00

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

27. Division Tracking Number: LDN 16-092

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	29. Vendor Signature	Date
P Rodriguez, CTP	11/10/2015		