

**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> 306-16-8301	<b>12. HUB:</b> N/A	<b>13. Order Type:</b> Service
	<b>5. PCC</b>	<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> DT-9	<b>15. Vendor Address:</b> Legislative Budget Board PO Box 12666 Austin, TX 78711	
	<b>7. Document (order) amt</b> \$300.00	<b>16. Vendor Contact Info:</b> Jo Dale Guzman Phone: (512) 936-9460                      Fax: Email: JoDale.Guzman@sao.texas.gov	
<b>3. Destination of goods or service</b> FOB Destination Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701	<b>8. REF DOC</b>	<b>10. Agency Contact:</b> Pam Rodriguez                      Phone: (512) 463-3037 Email: prodriguez@tsl.texas.gov                              Fax: (512) 475-3393	
	<b>9. Service Period or Expected Delivery Date:</b> 1/29/2016	<b>11. TSLAC Project Contact:</b> Email:    Phone:	
	<b>*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."*</b>		

**17. Description**

Registration for the following staff to attend the 2016 Texas Fiscal Officer's Academy (TFOA)  
 Date: TBA, registrants will be notified  
 Location: Robert E. Johnson Conference Center, Austin, TX  
 The email attached serves as the invoice. Member selection for this training was limited.

Tentative course dates are as follows: February 22, March 28 and April 25, 2016.

VENDOR NOTES: Free parking will be provided. If a participant misses more than 8 hours of class time, the participant will be allowed to complete the training program, but will not be considered a "graduate" of the Academy.

ACCOUNTING NOTE: Payment will be made via RTI # 096968. Please contact Karen Veriato (karen.veriato@lbb.state.tx.us) with questions about payment. Payment is required by 1/29/2016.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	09251	16	7203	7301	\$300.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Rebecca Cannon, TSLAC Accounting and Grants Manager	924-25	1	Each	\$300.00	\$300.00

**INTERNAL PO ONLY**

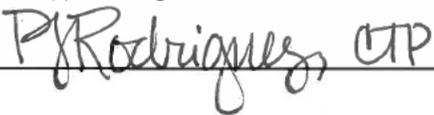
**Grand Total**                      \$300.00

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

27. Division Tracking Number: ADM 16-089

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> 1/29/2016	<b>29. Vendor Signature</b>	<b>Date</b>
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