

**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> 306-16-8316	<b>12. HUB:</b> N/A	<b>13. Order Type:</b> Service
	<b>5. PCC</b> H	<b>14. Vendor Identification No:</b> ██████████	
<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> <b>CITIBank</b> Texas State Historical Association, ATTN: Annual Meeting Program 3001 Lake Austin Blvd, Suite 3.116 Austin, TX 78703	
	<b>7. Document (order) amt</b> \$180.00	<b>16. Vendor Contact Info:</b> Nicol Ireland <b>Phone:</b> <b>Fax:</b> <b>Email:</b> nicol.ireland@tshaonline.org	
<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>9. Service Period or Expected Delivery Date:</b> 3/3/2016 - 3/5/2016	
	<b>10. Agency Contact:</b> Pam Rodriguez <b>Email:</b> prodriquez@tsl.texas.gov		<b>Phone:</b> (512) 463-3037 <b>Fax:</b> (512) 475-3393
	<b>11. TSLAC Project Contact:</b> <b>Email:</b>		<b>Phone:</b>

**17. Description**

**PROCUREMENT CARD PURCHASE**

Registration for the following staff to attend the Texas State Historical Association 2016 Annual Meeting  
 Date: March 3-5, 2016  
 Location: Irving, TX

Late registration began on February 1, 2016. Registration has been processed online. Transaction Reference # 1454608251-8267

**VENDOR POLICIES**

*Refund/Cancellation Policy:* Cancellation of registration must be submitted in writing via e-mail to nicol.ireland@tshaonline.org and must be dated on or before 11:59pm ET on February 13, 2016 to receive a full refund less a \$25 USD registration cancellation processing fee. Please allow 14-21 business days for check refund to be processed and mailed. No refunds will be granted after February 14, 2016. No refunds will be granted for no-shows.

*Photo/Video Disclaimer:* Texas State Historical Association (TSHA) may photograph or film the event. By registering you agree that TSHA may use, reproduce, and/or publish photographs and/or video that may pertain to me — including my image, likeness, and or voice. I understand that this material may be used for various purposes such as publicity, advertising, web content, or other related endeavors. Please note: 1) TSHA reserves the right to photograph sessions; 2) TSHA will not video record any session content.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	52111	16	7203	7055	\$90.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Late registration for Jelain Chubb	924-25	1	Each	\$90.00	\$90.00

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
002	52141	16	7203	7506	\$90.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
2.	Late registration for Tonia Wood	924-25	1	Each	\$90.00	\$90.00

**INTERNAL PO ONLY**

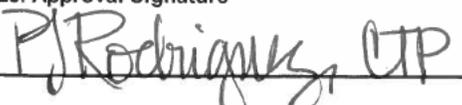
**Grand Total** \$180.00

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

**27. Division Tracking Number:** ARIS 16-018

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> 2/4/2016	<b>29. Vendor Signature</b>	<b>Date</b>
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2/25/2016 Amended PO to include additional events per PR ARIS 16-024 and AOBJ for Item 1. Please see attached.

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<b>2. Agency Billing Address</b> **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		<b>5. PCC</b> H	<b>14. Vendor Identification No:</b> [REDACTED]	
<b>3. Destination of goods or service</b> <b>FOB Destination</b> <b>Receiving Hours: 7:30 AM - 4:00 PM</b> Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701		<b>6. Current Document No.</b>	<b>15. Vendor Address:</b> <b>CITIBank</b> Texas State Historical Association, ATTN: Annual Meeting Program 3001 Lake Austin Blvd, Suite 3.116 Austin, TX 78703	
*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>7. Document (order) amt</b> \$440.00	<b>16. Vendor Contact Info:</b> Nicol Ireland <b>Phone:</b> <b>Fax:</b> <b>Email:</b> nicol.ireland@tshaonline.org	
		<b>8. REF DOC</b>		
		<b>9. Service Period or Expected Delivery Date:</b> 3/3/2016 - 3/5/2016		
		<b>10. Agency Contact:</b> Pam Rodriguez <b>Email:</b> prodriguez@tsl.texas.gov	<b>Phone:</b> (512) 463-3037 <b>Fax:</b> (512) 475-3393	
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18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	52111	16	7203	7501	\$220.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Late registration for Jelain Chubb	924-25	1	Each	\$90.00	\$90.00
2.	Additional event: Presidential Reception on March 3,	924-25	1	Each	\$30.00	\$30.00
3.	Additional event: Fellows Luncheon & Award	924-25	1	Each	\$35.00	\$35.00
4.	Additional event: Presidential Banquet on March 4, 2016	924-25	1	Each	\$65.00	\$65.00

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
002	52141	16	7203	7506	\$220.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
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**INTERNAL PO ONLY**

**Grand Total \$440.00**

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28. Approval Signature <i>P. Rodriguez, CTP</i>	Date <i>2/25/2016</i>	29. Vendor Signature	Date
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