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.** 306-16-8317	**12. HUB:** N/A	**13. Order Type:** Spot
	5. PCC E	**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:** Gaylord Archival PO Box 4901 Syracuse, NY 132214901	
	7. Document (order) amt $603.67		
	8. REF DOC		
*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:** 2/11/2016	**16. Vendor Contact Info:** Jerry Dubos **Phone:** (800) 448-6160 **Fax:** (800) 272-3412 **Email:** bids@gaylord.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:** Liz Kaska **Email:** lkaska@tsl.texas.gov		**Phone:** (512) 463-7989 **Fax:** 5124753393
	11. TSLAC Project Contact: **Email:**		**Phone:**

17. Description

Archival supplies for ARIS. Please see below for more details.
Monthly promo code discount was 20% off.
Order #: 26002841 - Order was processed online.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	52221	16	7300	7506	$532.57	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Jule-Art Acrylic Label Triangles, 12 to pack 61-136	525-80	9	Pack(s)	$13.00	$117.00
2.	3 mil Archival Polyester Sheets, 25" x 40", 100/pack 452403-100	525-80	1	Pack(s)	$364.80	$364.80
3.	Shipping	962-86	1	Each	$50.77	$50.77

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
002	52221	16	7334	7506	$71.10	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
4.	8" Stainless Steel Spatula with Straight End Part #: MIC	445-39	10	Each	$7.11	$71.10

INTERNAL PO ONLY

Grand Total $603.67

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: ARIS 16-004, ARIS 16-115, ARIS16-116

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
Liz Kaska	2-4-16		