

**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. 306-16-8386	12. HUB: N/A	13. Order Type: Spot
	5. PCC E	14. Vendor Identification No: ██████████	
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: Demco, Inc. DBA Upstart 4810 Forest Run Road Madison, WI 53704	
	7. Document (order) amt \$209.80		
3. Destination of goods or service FOB Destination Receiving Hours: 7:30 AM - 4:00 PM Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701	8. REF DOC	16. Vendor Contact Info: Heidi Green Phone: (800) 356-1200 2353 Fax: Email: www.demco.com	
	9. Service Period or Expected Delivery Date: 4/11/2016		
	10. Agency Contact: Liz Kaska Email: lkaska@tsl.texas.gov	Phone: (512) 463-7989 Fax: 5124753393	
	11. TSLAC Project Contact: Email:	Phone:	

17. Description

ARIS - Plastic Easels.

Accounting: Online PO, Net 30 days

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	52141	16	7334	7506	\$209.80	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Demco Clear Plastic Easels, 7 1/4" H x 8" W x 7" D WN14685450	525.25	10	Each	\$11.21	\$112.10
2.	Demco Clear Plastic Easels, 7" x 6 3/8" Clear WN14685460	525-25	10	Each	\$9.77	\$97.70

INVOICE TO FOLLOW

Grand Total \$209.80

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 16-065,

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 4-4-16	29. Vendor Signature	Date
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