

**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> 306-16-8392	<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> Texas Association of State Systems for Computing & Communications (TASSCC) PO Box 27834 Austin, TX 78755	
	<b>7. Document (order) amt</b> \$150.00		
<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>8. REF DOC</b>	<b>16. Vendor Contact Info:</b> Margo Farahani <b>Phone:</b> (512) 474-1827 <b>Fax:</b> (512) 692-2651 <b>Email:</b> mfarahani@cmpmanagement.com	
	<b>9. Service Period or Expected Delivery Date:</b> 4/11/2016		
	<b>10. Agency Contact:</b> Liz Kaska <b>Email:</b> lkaska@tsl.texas.gov	<b>Phone:</b> (512) 463-7989 <b>Fax:</b> 5124753393	
	<b>11. TSLAC Project Contact:</b> <b>Email:</b>	<b>Phone:</b>	

**17. Description**

Registration for the following to attend the 2016 TASSCC Technology Education Conference  
 Attendee: Manuel Alvarez  
 Date: April 11, 2016  
 Location: Renaissance Austin Hotel, 9721 Arboretum Blvd, Austin, TX 78759  
 Time: 8:00 am to 5:00 pm  
 Confirmation email will be send upon completion of registration.

*Cancellation policy: A full refund will be given for written requests received on or before 4/1/2016. No refunds will be granted after 4/1/2016. Cancellations must be received in writing from the original registrant at jdavis@cmpmanagement.com. No cancellations will be taken by phone.*

*TSLAC Terms & Conditions, along with Invoicing instructions are attached. Vendor is not to exceed the total amount listed on the PO without prior approval and amendment to this PO by the TSLAC Purchasing Department.*

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	08111	16	7203	7399	\$150.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Early Registration for Manuel Alvarez for 2016 Technology Education Conference	924-25	1	Lot(s)	\$150.00	\$150.00

**INVOICE TO FOLLOW**

**Grand Total**      \$150.00

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

**27. Division Tracking Number:** IRT 16-035

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> 3-8-16	<b>29. Vendor Signature</b>	<b>Date</b>
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