

**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> 306-16-8458	<b>12. HUB:</b> N/A	<b>13. Order Type:</b> Service
	<b>5. PCC</b> H	<b>14. Vendor Identification No:</b> [REDACTED]	
<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> University of Texas at Austin Professional Development Center PO Box 7518 Austin, TX 78713	
	<b>7. Document (order) amt</b> \$370.00	<b>8. REF DOC</b>	
<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>9. Service Period or Expected Delivery Date:</b> 5/24/2016 - 5/26/2016	<b>16. Vendor Contact Info:</b> Phone: Fax: Email:	
	<b>10. Agency Contact:</b> Liz Kaska Email: lkaska@tsl.texas.gov	Phone: (512) 463-7989 Fax: 5124753393	
	<b>11. TSLAC Project Contact:</b>	Phone:	
	Email:		

**17. Description**

**PROCUREMENT CARD PURCHASE**

Registration to Texas Digital Library Conference 2016  
 Location: Austin, TX  
 Date: May 24th thru May 26th, 2016  
 Attendees: Mark Myers and MacKenzie Ryan  
 Registration Type: Both are non-member registrations

Accounting: Online registration using PROCARD

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	52141	16	7203	7506	\$185.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Texas Digital Library Conference 2016 - MacKenzie Ryan	924-25	1	Each	\$185.00	\$185.00

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
002	52231	16	7203	7506	\$185.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
2.	Texas Digital Library Conference 2016 - Mark Myers	924-25	1	Each	\$185.00	\$185.00

**INTERNAL PO ONLY**

**Grand Total \$370.00**

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

**27. Division Tracking Number:** ARIS 16-148

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> 4-1-16	<b>29. Vendor Signature</b>	<b>Date</b>
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