

**STATE OF TEXAS
PURCHASE ORDER**

4/20/2016 PO has been amended to reflect the correct pricing that was provided on Amazon. Adjusted for returned 2 Easel bags. Please see attached.

1. Agency Name & No. TEXAS STATE LIBRARY & ARCHIVES COMMISSION 306 Tax Exempt agency of the Texas State Government		4. Purchase Order No. 306-16-8471	12. HUB: N/A	13. Order Type: Spot
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		5. PCC H	14. Vendor Identification No: 19116468604-008	
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		6. Current Document No.	15. Vendor Address: CITIBank Amazon Web Services Inc PO Box 84023 Seattle, WA 981248423	
*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."		7. Document (order) amt \$193.75	16. Vendor Contact Info:	
		8. REF DOC	9. Service Period or Expected Delivery Date: 4/4/2016	Phone: Email: www.amazon.com
		10. Agency Contact: Liz Kaska Email: lkaska@tsl.texas.gov	Fax: Phone: (512) 463-7989 Fax: 5124753393	
		11. TSLAC Project Contact: Email:	Phone:	

17. Description

PROCUREMENT CARD PURCHASE

SLRM - 4 Easel Carry Bags
IRT - Roll of Softcinch, Greenworks, Self-Adhesive Cable labels

NOTE: Refund for 2 large easel bags. Return shipping was deducted from the refund amount.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	08131	16	7300	7399	\$105.74	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Levito 75' velcro bulk roll, softcinch lite, black Order # 108-6729791-3976218	590-22	1	Each	\$72.77	\$72.77
2.	GreenWorks Compostable Cleaning Wipes, original, 186 count Order # 108-6729791-3976218	735-60	1	Each	\$16.99	\$16.99
3.	Mr-Label cable labels, 20 sheets/600 labels, Assorted colors, self-adhesive, waterproof, tear resistant Order # 108-6729791-3976218	207-87	1	Set(s)	\$15.98	\$15.98

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
003	66221	16	7334	7699	\$88.01	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
4.	Large Easel Carry Bag, Black, 41" w x 32" d x 4" h, nylon exterior Order # 108-6729791-3976218	530-30	4	Each	\$35.17	\$140.68
5.	REFUND For: 2 Large Easel Carry Bag/Charged return Refund 04/14/2016	530-30	1	Lot(s)	(\$52.67)	(\$52.67)

INTERNAL PO ONLY

Grand Total \$193.75

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: IRT 16-039, SLRM 16-086

**STATE OF TEXAS
PURCHASE ORDER**

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 4-20-16	29. Vendor Signature	Date
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Liz Kaska

From: return@amazon.com
Sent: Monday, April 18, 2016 9:18 PM
To: Purchasing
Subject: Your refund for 2x Large Easel Carry Bag - Black



Refund Confirmation

Hello Pam Rodriguez,

We've issued your refund for the item below. Your return is now complete*.

[View return & refund status](#)



2 x Large Easel Carry Bag - Black

Refund total: \$52.67**

Refund will appear on your Master Card in 2-4 business days.

* This is an advanced refund. If we don't receive the item listed above, we may charge your original payment method.

** [Learn more about refunds](#)

This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

Your Business: Texas State Library & Archives Commission

All	<input type="text"/>	Go
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[Departments](#) [Today's Deals](#) [Sell on Amazon Business](#) [Help](#)

Your Return Summary

Your pickup is scheduled. Send your items back to Amazon and you're done!

Securely pack and return your items to Amazon by **Apr 28, 2016**. We've emailed these details to you at purchasing@tsl.texas.gov.

Pickup Address

Texas State Library & Archives Commission
1201 BRAZOS ST
LOADING DOCK 13TH & SAN JACINTO
AUSTIN, TX - 78701-1938
Phone: 512-463-7989

Tracking ID:

1ZW931972624343440

How to return your item

- UPS will pick up your return package on the next business day. If necessary, UPS will try again 2 more times on the following 2 business days. An adult must be present for the pickup.
Before UPS comes, securely pack your item(s) to be returned. You do not need to affix a label to the outside of your return package. UPS will bring a prepaid label for your package.
If you cannot be present for the pickup or if UPS is not able to pick up your package after 3 attempts, cancel your return and place it again using a different shipping option, or contact customer service.

You are returning 1 item(s) in 1 package(s):

Package (1/1)



Large Easel Carry Bag - Black \$70.34
Quantity: 2
Return Reason: No longer needed

Item Tax Refund	:	\$0.00
Refund Subtotal	:	\$70.34

Your Refund \$52.67

Your refund will be applied to your original method of payment within 2-3 business days from when we receive your return.

To check the status of your refund
[View return details in Your Account.](#)

Refund Subtotal : \$70.34

Total Return Shipping : (\$17.67)

Refund Total : \$52.67

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**STATE OF TEXAS
PURCHASE ORDER**

3/29/2016 Corrected index on Greenworks was 08131, correct is 09131.

1. Agency Name & No. TEXAS STATE LIBRARY & ARCHIVES COMMISSION 306 Tax Exempt agency of the Texas State Government	4. Purchase Order No. 306-16-8471	12. HUB: N/A	13. Order Type: Spot
	5. PCC H	14. Vendor Identification No: 19116468604-008	
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: CITIBank Amazon Web Services Inc PO Box 84023 Seattle, WA 981248423	
	7. Document (order) amt \$246.14	16. Vendor Contact Info: Phone: Fax: Email: www.amazon.com	
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	10. Agency Contact: Liz Kaska Phone: (512) 463-7989 Email: lkaska@tsl.texas.gov Fax: 5124753393	
	9. Service Period or Expected Delivery Date: 4/4/2016	11. TSLAC Project Contact: Phone: Email:	
	17. Description		
	PROCUREMENT CARD PURCHASE SLRM - 4 Easel Carry Bags IRT - Roll of Softcinch, Greenworks, Self-Adhesive Cable labels		

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	08131	16	7300	7399	\$105.02	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Levito 75' velcro bulk roll, softcinch lite, black Part # 4S115-75E	590-22	1	Each	\$72.77	\$72.77
2.	GreenWorks Compostable Cleaning Wipes, original, 186 count B014POL2OE	735-60	1	Each	\$16.27	\$16.27
3.	Mr-Label cable labels, 20 sheets/600 labels, Assorted colors, self-adhesive, waterproof, tear resistant	207-87	1	Set(s)	\$15.98	\$15.98

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
002	66221	16	7334	7699	\$141.12	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
4.	Large Easel Carry Bag, Black, 41" w x 32" d x 4" h, nylon exterior	530-30	4	Each	\$35.28	\$141.12

INTERNAL PO ONLY

Grand Total \$246.14

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: IRT 16-039, SLRM 16-086

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 3-29-16	29. Vendor Signature	Date
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From: auto-confirm@amazon.com
To: [Purchasing](#)
Subject: Your Amazon.com order of "Leviton 4S115-75E 75..." and 6 more items.
Date: Monday, March 28, 2016 12:19:22 PM



Order Confirmation

PO# 306-16-8471

Purchase Summary

Monday, March 28, 2016

Est. Delivery: Wednesday, March 30	TOTAL	\$246.42
Texas State Library & Archives Commission 1201 BRAZOS ST LOADING DOCK 13TH & SAN JACINTO AUSTIN, TX 78701-1938 United States	Items	\$246.42
	Shipping & Handling	\$0.00
	Estimated Tax	\$0.00



Order Details | Order #108-6729791-3976218



Leviton 4S115-75E 75' Velcro Bulk Roll, Softcinch Lite, Black
\$72.77 | Qty : 1 | Sold by Amazon.com LLC



Mr-Label (20 Sheets, 600 Labels) Assorted Colors Self-adhesive Cable Label - Waterproof | Tear Resistant | Durable - with Online Print Tool
\$15.98 | Qty : 1 | Sold by [Mr-Label](#)
Condition: New



Large Easel Carry Bag - Black
\$35.17 | Qty : 4 | Sold by Amazon.com LLC

+ 1 more products not shown.

To learn more about ordering, go to [Ordering from Amazon.com](#).
If you want more information or need more assistance, go to [Help](#).

Thank you for shopping with us.
Amazon.com

Customers Who Bought Items in Your Order Also Bought



Dotz Cord ID Pro Cord and
Cable Identification...
\$7.99



Easel Bag - Black
\$9.98



CableWholesale 3/4-Inch x 25
Yards Velcro Cable...
\$16.98

The payment for your invoice is processed by Amazon Payments, Inc. P.O. Box 81226 Seattle, Washington 98108-1226. If you need more information, please contact (866) 216-1075

By placing your order, you agree to Amazon.com's [Privacy Notice](#) and [Conditions of Use](#). Unless otherwise noted, items sold by Amazon.com LLC are subject to sales tax in select states in accordance with the applicable laws of that state. If your order contains one or more items from a seller other than Amazon.com LLC, it may be subject to state and local sales tax, depending upon the seller's business policies and the location of their operations. Learn more about [tax and seller information](#).

California Residents: One or more of the items in your order may be subject to California's Proposition 65 law. [See details](#)

This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

**Texas State Library & Archives Commission
Purchase Requisition & Blanket/Non-PR Form**

FY 2016

**RECEIVED
MAR 24 2016
PURCHASING**

Purchase Requisition (PR) Blanket/Non-PR*

*CFO Signature not required for blankets.

PO #: 306-16-8471
 Division Tracking #: SLRM 16-086
 Previous PO #: _____
 Encumbrance # _____

Vendor : Amazon.com
 Address: PO Box 81226
 City, State, Zip: Seattle, WA 98108-1226
 Phone: _____ Fax: _____
 Contact: Customer Service
 Email: _____
 Vendor ID #: 19116468604
 DUNS: _____

Requested Delivery Date: _____

SAM Expiration Date:

Item Description	Commodity Code	Qty	Unit	Unit Price	Total Amount	Index	Agency Code	Comp Code
Large Easel Carry Bag - Black, 41"W x 32"D x 4"H Nylon Exterior • Full Length Zipper Closure • Web Strap for Carrying over Shoulder • Outside Pouch for Markers and Eraser	530-30	4.0	Each	\$35.28 35.17	\$141.12	66221	7699	7334

Subtotal:	\$141.12
Shipping & Handling:	\$0.00 if applicable
Grand Total	\$141.12

Special Instructions: URL sent to purchasing via email 3-24-16: http://www.amazon.com/dp/B0057DVRZW/ref=cm_sw_su_dp

Division Proprietary Statement (to be filled out if service or commodity will not be competitively bid)

**Texas State Library & Archives Commission
Purchase Requisition & Blanket/Non-PR Form**

FY 2016

Purchase Requisition (PR) Blanket/Non-PR*

*CFO Signature not required for blankets.

PO #: 306-16-8471
 Division Tracking #: SLRM 16-086
 Previous PO #: _____
 Encumbrance #: _____

Vendor : Amazon.com
 Address: PO Box 81226
 City, State, Zip: Seattle, WA 98108-1226
 Phone: _____ Fax: _____
 Contact: Customer Service
 Email: _____
 Vendor ID #: 19116468604
 DUNS: _____

Requested Delivery Date: _____

SAM Expiration Date: _____

B.A. Deutsch

1. Requestor or Contract Manager Signature always required
Beverly Deutsch (512) 463-7610

B.A. Deutsch 3/24/2016
 _____ Date

2. Purchasing Liaison Signature

[Signature] 3/24/16
 _____ Date

3. Division Director Signature (always required)

**4. If IT related, send PR to Accessibility Team.
 For Accessibility Team:
 ADA Compliant: (Circle One) YES NO**

5. Director of IRT (if required) _____ Date

6. Executive Signature (if required) _____ Date

[Signature] 3/24/16

7. Chief Fiscal Officer (always required)* _____ Date

[Signature] 3-28-16
 Ordered by _____ Date

4-4-16
 Estimated Delivery Date

Received by _____ Date

CONFLICT OF INTEREST: Per Section 2155.003 of the Texas Government Code, by signing this PR, I certify that I have no interest in, or in any manner am personally connected with, the contract or bid to be awarded under this Purchase Requisition (PR) for the purchase of furnishing, supplies, materials, services, and/or equipment by TSLAC. I further certify that neither I nor any member of my family (spouse or dependent child), have nor will accept or receive from any person, firm or corporation to whom a contract or bid may be awarded, directly or indirectly, by rebate, gift, or otherwise, any money or other thing of value whatsoever, nor shall I/we receive any promise, obligation, or contract for future reward or compensation from any party. I acknowledge that I may be dismissed if it is discovered that I/we have violated the aforementioned statute.

If no vendor is designated by requestor on this PR, the Purchasing staff will notify all signatories for ratification of the above certification to ensure compliance with the statute.

Rev: 5/15/2015

Vendor Change Approvals: Please initial and date accordingly

_____	1. _____	3. _____	5. _____	7. _____
Purchasing Signature	Date	2. _____	4. _____	6. _____

**Texas State Library & Archives Commission
Purchase Requisition & Blanket/Non-PR Form**

RECEIVED
MAR 22 2016
PURCHASING

Fiscal Year 16

Purchase Requisition (PR) Blanket/Non-PR* Amendment

Blanket PO # _____
 *CFO Signature not required for blankets
 PO # 306-16-8471
 Division Tracking # IRT 16-039
 Previous PO # _____
 Encumbrance Number _____
 Requested Delivery Date: _____
 DUNS: _____
 Federal Funds Note: _____

Vendor Name: Amazon.com
 Address: _____
 City, State, Zip: _____
 Phone: _____ Fax: _____
 Contact Name: _____
 Email: _____
 Vendor #: _____
 SAM Expiration Date: _____

Item Description	Commodity Code	Qty	Unit	Unit Price	Total Amount	Index	Agency Object	Comp Object
Part # 4S115-75E Leviton 4S115-75E 75' Velcro Bulk Roll, Softcinch Lite, Black	590-22	1	roll	\$ 72.77	\$ 72.77	08131	7399	7300
ASIN: B014P0K2OE UPC: 044600315157 GreenWorks Compostable Cleaning Wipes, Original, 186 Count	735-60	1	each	\$ 18.27 ^{16.99}	\$ 18.27 ^{16.99}	08131	7399	7300
Mr-Label (20 Sheets, 600 Labels) Assorted Colors Self-adhesive Cable Label - Waterproof Tear Resistant Durable - with Online Print Tool	207-87	1	set	\$ 15.98	\$ 15.98	08131	7399	7300
Subtotal					\$ 105.02			
Shipping & Handling						if applicable		
Grand Total					\$ 105.02			

Special Instructions:

Division Proprietary Statement (to be filled out if service or commodity will not be competitively bid)

Bonnie Cope 3-21-2016

1. Requestor or Contract Manager Signature (always required) 6. Executive Signature (if required) Date 3/22/16
Bonnie Cope 512-463-5402

Type name & phone number of Requestor or Contract Manager 7. Chief Fiscal Officer (always required)* Date

Anna Warren 3-21-2016 Rita Kesha 3-28-16
 2. Purchasing Liaison Signature Date Ordered by Date

M. Samuel P. Phay 3-21-16 4-4-16
 3. Division Director Signature (always required) Date Estimated Delivery Date

4. If IT related, send PR to Accessibility Team
For Accessibility Team:
 ADA Compliant: (circle one) YES NO

M. Samuel P. Phay 3-21-16 _____
 5. Director or IRT (if required) Date Received by (signature) Date

From: auto-confirm@amazon.com
To: [Purchasing](#)
Subject: Your Amazon.com order of "Leviton 4S115-75E 75..." and 6 more items.
Date: Monday, March 28, 2016 12:19:22 PM



Order Confirmation

PO# 306-16-8471

Purchase Summary

Monday, March 28, 2016

Est. Delivery: Wednesday, March 30

TOTAL **\$246.42**

Items \$246.42

Texas State Library & Archives Commission
1201 BRAZOS ST
LOADING DOCK 13TH & SAN JACINTO
AUSTIN, TX 78701-1938
United States

Shipping & Handling \$0.00

Estimated Tax \$0.00



Order Details | Order #108-6729791-3976218



Leviton 4S115-75E 75' Velcro Bulk Roll, Softcinch Lite, Black

\$72.77

\$72.77 | Qty : 1 | Sold by Amazon.com LLC



Mr-Label (20 Sheets, 600 Labels) Assorted Colors Self-adhesive Cable Label - Waterproof | Tear Resistant | Durable - with Online Print Tool

\$15.98

\$15.98 | Qty : 1 | Sold by [Mr-Label](#)
Condition: New



Large Easel Carry Bag - Black

\$140.68

\$35.17 | Qty : 4 | Sold by Amazon.com LLC

+ 1 more products not shown.

To learn more about ordering, go to [Ordering from Amazon.com](#).

If you want more information or need more assistance, go to [Help](#).

Thank you for shopping with us.

Amazon.com

Customers Who Bought Items in Your Order Also Bought



Dotz Cord ID Pro Cord and
Cable Identification...
\$7.99



Easel Bag - Black
\$9.98



CableWholesale 3/4-Inch x 25
Yards Velcro Cable...
\$16.98

The payment for your invoice is processed by Amazon Payments, Inc. P.O. Box 81226 Seattle, Washington 98108-1226. If you need more information, please contact (866) 216-1075

By placing your order, you agree to Amazon.com's [Privacy Notice](#) and [Conditions of Use](#). Unless otherwise noted, items sold by Amazon.com LLC are subject to sales tax in select states in accordance with the applicable laws of that state. If your order contains one or more items from a seller other than Amazon.com LLC, it may be subject to state and local sales tax, depending upon the seller's business policies and the location of their operations. Learn more about [tax and seller information](#).

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**Texas State Library & Archives Commission
Purchase Requisition & Blanket/Non-PR Form**

FY 2016

**RECEIVED
MAR 24 2016
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*CFO Signature not required for blankets.

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 Division Tracking #: SLRM 16-086
 Previous PO #: _____
 Encumbrance # _____

Vendor : Amazon.com
 Address: PO Box 81226
 City, State, Zip: Seattle, WA 98108-1226
 Phone: _____ Fax: _____
 Contact: Customer Service
 Email: _____
 Vendor ID #: 19116468604
 DUNS: _____

Requested Delivery Date: _____

SAM Expiration Date:

Item Description	Commodity Code	Qty	Unit	Unit Price	Total Amount	Index	Agency Code	Comp Code
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 DUNS: _____

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SAM Expiration Date: _____

B.A. Deutsch

1. Requestor or Contract Manager Signature always required
Beverly Deutsch (512) 463-7610

B.A. Deutsch 3/24/2016
 _____ Date

2. Purchasing Liaison Signature Date

[Signature] 3/24/16
 _____ Date

3. Division Director Signature (always required) Date

**4. If IT related, send PR to Accessibility Team.
 For Accessibility Team:
 ADA Compliant: (Circle One) YES NO**

[Signature]
 _____ Date

CONFLICT OF INTEREST: Per Section 2155.003 of the Texas Government Code, by signing this PR, I certify that I have no interest in, or in any manner am personally connected with, the contract or bid to be awarded under this Purchase Requisition (PR) for the purchase of furnishing, supplies, materials, services, and/or equipment by TSLAC. I further certify that neither I nor any member of my family (spouse or dependent child), have nor will accept or receive from any person, firm or corporation to whom a contract or bid may be awarded, directly or indirectly, by rebate, gift, or otherwise, any money or other thing of value whatsoever, nor shall I/we receive any promise, obligation, or contract for future reward or compensation from any party. I acknowledge that I may be dismissed if it is discovered that I/we have violated the aforementioned statute.

If no vendor is designated by requestor on this PR, the Purchasing staff will notify all signatories for ratification of the above certification to ensure compliance with the statute.

Rev: 5/15/2015

Vendor Change Approvals: Please initial and date accordingly

_____	1. _____	3. _____	5. _____	7. _____
Purchasing Signature	Date	2. _____	4. _____	6. _____

6. Executive Signature (if required) Date

[Signature] 3/24/16

7. Chief Fiscal Officer (always required)* Date

[Signature] 3-28-16
 Ordered by Date

4-4-16

 Estimated Delivery Date

Received by Date

