

**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. 306-16-8480	12. HUB: N/A	13. Order Type: Service
	5. PCC H	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: CITIBank Education Service Center, Region 11 1451 S Cherry Lane White Settlement, TX 76108	
	7. Document (order) amt \$200.00	16. Vendor Contact Info: Kayla Steiner Phone: (817) 740-7659 Fax: Email: ksteiner@esc11.net	
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: 8/4/2016 - 8/4/2016	11. TSLAC Project Contact: Phone: Email:	
	*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."		

17. Description

PROCUREMENT CARD PURCHASE

*PRIME Digital Learning Experience 2016
Date: August 4, 2016
Location: Ft Worth, TX*

Booth Registration - 1 table @ \$200.00

Accounting: Registered online, paid via CC over the phone, confirmation email to follow.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17931	16	7470	7103	\$200.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Booth - Prime 2016 PRIME 2016	971-05	1	Each	\$200.00	\$200.00

INTERNAL PO ONLY

Grand Total \$200.00

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: LND 16-160

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 3-30-16	29. Vendor Signature	Date
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