

**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. 306-16-8546	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: [REDACTED]	
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 Spectra Film and Video 5626 Vineland Ave. North Hollywood, CA 91601	
*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 \$113.00	16. Vendor Contact Info:	
		8. REF DOC	Phone: (818) 762-4545 Fax:	
		9. Service Period or Expected Delivery Date: 5/27/2016	Email: sales@spectrafilmandvideo.com	
		10. Agency Contact: Liz Kaska Email: lkaska@tsl.texas.gov	Phone: (512) 463-7989 Fax: 5124753393	
		11. TSLAC Project Contact: Email:	Phone:	

17. Description

PROCUREMENT CARD PURCHASE

White Paper Tape, 10 rolls per lot, 1/4" and 1/2"
Estimated shipping at \$18.00

TSLAC terms and conditions 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.*

Prepayment is required - call for CC information

Internal:
Supplies for Jonathan King

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	52221	16	7300	7506	\$113.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	White Paper Tape, 1/4" rolls, 10/rolls per Lot	882-20	1	Lot(s)	\$40.00	\$40.00
2.	White Paper Tape, 1/2" rolls, 10/rolls per lot	880-20	1	Lot(s)	\$55.00	\$55.00
3.	Estimated Shipping	962-86	1	Each	\$18.00	\$18.00

INTERNAL PO ONLY

Grand Total \$113.00

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: ARIS 16-170

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 5-13-16	29. Vendor Signature	Date
---	------------------------	-----------------------------	-------------