

**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. 306-16-8596	12. HUB: N/A	13. Order Type: Service
	5. PCC	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. DT-9	15. Vendor Address: Texas Comptroller of Public Accounts 111 E. 17th Street Austin, TX 787740001	
	7. Document (order) amt \$800.00	16. Vendor Contact Info: Phone: (512) 463-5355 Fax: Email: CTP@cpa.texas.gov	
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: Pam Rodriguez Email: prodriguez@tsl.texas.gov Phone: (512) 463-3037 Fax: (512) 475-3393	
	9. Service Period or Expected Delivery Date: 7/7/2016	11. TSLAC Project Contact: Email: Phone:	
	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

Training classes for the following staff to attend the CPA Course titled, " Cost Management In Projects and Contracts"
 Date: July 7, 2016
 Location: UT Thompson Conference Center, Austin, TX

Registraton will be submitted online and payment will follow after staff provided confirmation that the class has been attended. Confirmation emails will be provided for each attendee. Please refer to attached justifications for the training course.

TSLAC Terms & Conditions and 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.

Accounting Info: ITV RTI #302700

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	43111	16	7203	7401	\$800.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Ava Smith; amsmith@tsl.texas.gov Billing Invoice # 09935236	924-25	1	Each	\$200.00	\$200.00
2.	Jennifer Ronsen; jronsen@tsl.texas.gov Billing Invoice # 09935237	924-25	1	Each	\$200.00	\$200.00
3.	Diana Rivera; drivera@tsl.texas.gov Billing Invoice # 09935238	924-25	1	Each	\$200.00	\$200.00
4.	Beverley Shirley; bshirley@tsl.texas.gov Billing Invoice # 09935239	924-25	1	Each	\$200.00	\$200.00

INTERNAL PO ONLY

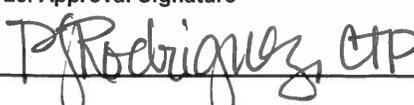
Grand Total \$800.00

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

27. Division Tracking Number: TBP 16-137

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 6/21/2016	29. Vendor Signature	Date
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