

**STATE OF TEXAS
PURCHASE ORDER**

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|---|---|--|-----------------------------------|
| 1. Agency Name & No. TEXAS STATE LIBRARY & ARCHIVES COMMISSION 306 Tax Exempt agency of the Texas State Government | 4. Purchase Order No. 306-16-8621 | 12. HUB: N/A | 13. Order Type: Service |
| | 5. PCC E | 14. Vendor Identification No: ██████████ | |
| 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: Giant Printing 11005 Burnet Road Austin, TX 78758 | |
| | 7. Document (order) amt \$299.00 | 16. Vendor Contact Info: Ruth Arbuckle Phone: (512) 821-2022 Fax: Email: marketing@giantprinting.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: (512) 475-3393 | |
| | 9. Service Period or Expected Delivery Date: - | 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

6 foot Eco Table Cover
 Made to fit a standard 72" W x 30" D x 30" H table
 Printed panel is 66" W x 28" H, plus .5" bleed all four sides

Attached is a sample of the image. We will provide download instructions for the Print File once the Purchase order has been countersigned.

THIS ORDER IS FOR PICKUP! Please call Jasper Winters at: (512) 463-8162

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.

| 18. SFX | INDEX | AY | COBJ | AOBJ | AMOUNT | INVOICE NO. |
|---------|-------|----|------|------|----------|-------------|
| 001 | 17111 | 16 | 7334 | 7201 | \$299.00 | |

| 19. Line No | 20. Goods & Service | 21. NIGP Code | 22. Qty | 23. Units | 24. Unit Price | 25. Extended Amt |
|-------------|---------------------|---------------|---------|-----------|----------------|------------------|
| 1. | TexShare Eco Throw | 967-39 | 1 | Each | \$299.00 | \$299.00 |

INVOICE TO FOLLOW

Grand Total \$299.00

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: LDN 16-202

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.

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|---|------------------------|-----------------------------|-------------|
| 28. Approval Signature  | Date 6-28-16 | 29. Vendor Signature | Date |
|---|------------------------|-----------------------------|-------------|