

**STATE OF TEXAS  
PURCHASE ORDER**

6/24/2016 Amended PCC code since payment was completed with Procard. Final payment will be issued with PO # 306-17-8028.

<b>1. Agency Name &amp; No.</b> <b>TEXAS STATE LIBRARY &amp; ARCHIVES COMMISSION</b> 306 Tax Exempt agency of the Texas State Government		<b>4. Purchase Order No.</b> 306-16-8623	<b>12. HUB:</b> N/A	<b>13. Order Type:</b> Service
<b>2. Agency Billing Address</b> **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		<b>5. PCC</b> H	<b>14. Vendor Identification No:</b> [REDACTED]	
<b>3. Destination of goods or service</b> <i>FOB Destination</i> <b>Receiving Hours: 7:30 AM - 4:00 PM</b> Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701		<b>6. Current Document No.</b>	<b>15. Vendor Address:</b> CITIBank Texas Library Association 3355 Bee Cave Road, Suite # 401 Austin, TX 787566763	
*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."		<b>7. Document (order) amt</b> \$1,476.00	<b>16. Vendor Contact Info:</b> Bonnie Walker Phone: (512) 328-1518 Fax: (512) 328-8852 Email: bonniew@txla.org	
		<b>8. REF DOC</b>		
		<b>9. Service Period or Expected Delivery Date:</b> 4/19/2017 - 4/22/2017		
		<b>10. Agency Contact:</b> Pam Rodriguez Email: prodriguez@tsl.texas.gov	Phone: (512) 463-3037 Fax: (512) 475-3393	
		<b>11. TSLAC Project Contact:</b> Tracy Lash Email: tlash@tsl.texas.gov	Phone: (512) 463-5460	

**17. Description**

**PROCUREMENT CARD PURCHASE**

Booth registration for TSLAC to participate in the Texas Library Association Annual Conference  
Date: April 19-22, 2017  
Location: San Antonio, TX

Registration application is processed online and payments must be accepted by TLA at the deadlines specified below. Fees include two 10'x10' Exhibit spaces (\$1,560/each) and one additional 10'x10' corner space (\$160/each). 10% Government Discount will be applied.

**Vendor Payment Deadline Terms:** Registration requires a 50% deposit of the total cost of the exhibit space fee to be submitted by **June 30, 2016** to qualify for the discounted rates. Final balance of all booth applications must be received in the TLA office by **November 30, 2016**. Failure to meet these deadlines may result in the cancellation of the application and reassignment of the exhibit space.

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 NOTE:** Payment has been submitted online. Confirmation # BU1PE7B59FD0. Please refer to PO # 306-17-8028 for the November 30, 2016 final payment. Thank you!

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17111	16	7470	7201	\$1,476.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Deposit for the TLA Annual Conference Booth Fee; includes two 10'x10' Exhibit Spaces and Additional Corner Space Booth # 2409	971-05	0.5	Lot(s)	\$2,952.00	\$1,476.00

**PRE-PAYMENT REQUIRED**

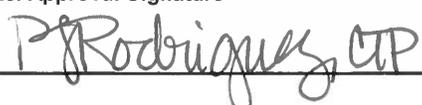
**Grand Total \$1,476.00**

**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:** EXEC-06-77

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.**

<b>28. Approval Signature</b> 	<b>Date</b> 6/24/2016	<b>29. Vendor Signature</b>	<b>Date</b>
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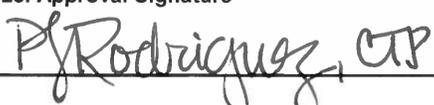
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