

**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. 306-16-8643	12. HUB: N/A	13. Order Type: Service
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	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. DT-9	15. Vendor Address: UT Printing Services - Document Solutions PO Box 7727 Austin, TX 787137727	
*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 \$525.56	16. Vendor Contact Info: Juliana M. Gutierrez Phone: (512) 232-4169 Fax: (512) 619-6484 Email: julianag@austin.utexas.edu	
		8. REF DOC		
		9. Service Period or Expected Delivery Date: 8/31/2016		
		10. Agency Contact: Kelly Wenzel Email: kwenzel@tsl.texas.gov	Phone: (512) 936-2774 Fax: (512) 475-3393	
		11. TSLAC Project Contact: Email:	Phone:	

17. Description

Printing Services of the ARIS Pre printed 10x13 white envelopes with agency logo. Quote #24920 is attached.

Digital file will be provided by Purchasing department upon receipt of counter signed PO.

Vendor is not to exceed the total amount 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	52285	16	7273	7599	\$525.56	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	1000 10x13 PEEL and SEAL Envelopes with TSLAC logo	966-31	1	Lot(s)	\$525.56	\$525.56

Grant Number: NAR16-RC-10275-16 – FFY 2016 | CFDA: 89.003 - National Historical Publications and Records Grants | National Historical Publications

Grand Total \$525.56

26. Legal Cites: Interagency Cooperation Act as defined in the Texas Government Code § 771

27. Division Tracking Number: ARIS 16-200

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 7.25.16	29. Vendor Signature 	Date 7/25/16
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