

**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. 306-16-8667	12. HUB: N/A	13. Order Type: Service
	5. PCC H	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: CITIBank The Texas Advocates 8001 Centre Park Drive, Suite 100 Austin, TX 78754	
	7. Document (order) amt \$100.00	16. Vendor Contact Info: Haley Greer Phone: (512) 454-6694 Fax: Email: hgreer@thearcoftexas.org	
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: 8/12/2016 - 8/14/2016	11. TSLAC Project Contact: Jaclyn Owusu Phone: (512) 463-5452 Email: jowusu@tsl.texas.gov	
	*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

PROCUREMENT CARD PURCHASE

Exhibitors Fee for the Texas Advocates Conference and Exhibition
 Dates: August 12-14, 2016
 Location: San Marcos, Texas

Registration includes 6' booth: includes draped table two chairs. Registration and payment have been completed online. Please see confirmation attached. Pre-payment is required to register for this event.

A copy of this PO and the Exhibitor Contract will be emailed to the Vendor.

TSLAC Terms & Conditions with Invoicing Instructions have been 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	43141	16	7470	7403	\$100.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Exhibitors registration for the Texas Advocates Conference and Exhibition for the TSLAC Contact in Box #11	971-05	1	Each	\$100.00	\$100.00

INTERNAL PO ONLY

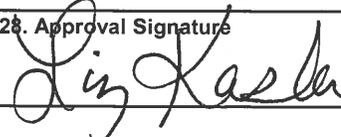
Grand Total \$100.00

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: TBP 16-38

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 7-21-16	29. Vendor Signature	Date
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