

**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. 306-17-8007	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: 501 Videos, LLC 19689 7th Avenue NE, #341 Poulsbo, WA 98370	
	7. Document (order) amt \$695.00	16. Vendor Contact Info: Stephanie Davenport Phone: (800) 719-5259 6 Fax: Email: stephaniedavenport@icloud.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: 5124753393	
	9. Service Period or Expected Delivery Date: 11/10/2016 - 11/11/2016	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

Registration for "The Nonprofit Storytelling Conference"
 Location: Chicago, IL.
 Date: November 10th and 11th, 2016
 Attendee: Jennifer Peters

Invoice in August 2016 as per instructed (see below). Please follow the invoicing instructions closely.

FEDERAL FUNDS - Note Federal Funds for Fiscal Year 2017 cannot be release until 09/01/2016
 Grant Number: LS-00-16-0044-16-FFY 2017 - CFDA: 45.310 - Grants to States - Institute of Museum and Library Services.

LSTA terms and 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.

Internal -----
ACCOUNTING: Expect Invoice in August - REQUIRES PRE-PAYMENT

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	24212	17	7203	7202	\$695.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Registration for Nonprofit Storytelling Conference - Jennifer Peters	924-25	1	Lot(s)	\$695.00	\$695.00

Grant Number: LS-00-16-0044-16 – FFY 2016 | CFDA: 45.310 – Grants to States | Institute of Museum and Library Services

PRE-PAYMENT REQUIRED **Grand Total** \$695.00

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

27. Division Tracking Number: LDN 17-026

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 4-28-16	29. Vendor Signature	Date
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