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.** 306-17-8120	**12. HUB:** N/A	**13. Order Type:** Service
	5. PCC H	**14. Vendor Identification No:** [redacted]	
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.** **7. Document (order) amt** $540.00	**15. Vendor Address:** **CITIBank** SurveyGizmo.com 4888 Pearl East Circle, Suite 300 W Boulder, CO 80301	
*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."	**8. REF DOC** **9. Service Period or Expected Delivery Date:** 9/1/2016 - 8/31/2017	**16. Vendor Contact Info:** Sandy McKee **Phone:** (800) 609-6480 x. 749 **Fax:** **Email:** sandy.mckee@sgizmo.com; billing@surveygizmo.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	**10. Agency Contact:** Kelly Wenzel **Email:** purchasing@tsl.texas.gov	**Phone:** (512) 936-2774 **Fax:** 5124753393	
	11. TSLAC Project Contact: Katherine Adelberg **Email:** kadelberg@tsl.texas.gov	**Phone:** (512) 463-5475	

17. Description **PROCUREMENT CARD PURCHASE**

Annual subscription for SurveyGizmo.com for the period of October 22, 2015 to October 21, 2016.
Account # 6243

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17111	17	7276	7201	$540.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Annual subscription of SurveyGizmo	961-60	1	Lot(s)	$540.00	$540.00

INTERNAL PO ONLY **Grand Total** $540.00

26. Legal Cites: DIR Blanket Exemption applies for this purchase

27. Division Tracking Number: LDN 17-044

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	29. Vendor Signature	Date
Kelly Rae	9/6/16		