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.** 306-17-8168	**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** $120.00	**15. Vendor Address:** **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."	**8. REF DOC**	**16. Vendor Contact Info:**	
	9. Service Period or Expected Delivery Date: 9/12/2016 - 9/13/2016	**Phone:** **Fax:** **Email:** www.txla.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	**10. Agency Contact:** Liz Kaska **Email:** purchasing@tsl.texas.gov	**Phone:** (512) 463-7989 **Fax:** 5124753393	
	11. TSLAC Project Contact: **Email:**	**Phone:**	

17. Description **PROCUREMENT CARD PURCHASE**

Registration to the 2016 Texas Council of Acedemic Libraries Annual meeting
Date: 09-12-2016 through 09-13-2016
Location: UT at Austin, 1900 University Ave, Austin TX 78705

Accounting: Online Registration - had to do in two separate transactions

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17112	17	7203	7104	$120.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Registration to: Texas Council of Academic Libraries Annual Meeting Danielle Plumer	924-25	1	Each	$60.00	$60.00
2.	Registration to: Texas Council of Academic Libraries Annual Meeting Russlene Waukechon	9245-2	1	Each	$60.00	$60.00

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

INTERNAL PO ONLY **Grand Total** $120.00

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

27. Division Tracking Number: LDN 17-056

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
Liz Kaska	9-7-16		