



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 21-0003504

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Payment Terms: N/A Freight Terms: N/A Ship Via: N/A PCC: E Date: 05/17/21 PO Method: DG Dispatch: Dispatch Rev Dt: Via Print

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: CULTIVATING LEADERSHIP LLC
105 ARMELLINO CT
HIGHTSTOWN NJ 08520-3348
United States

Ship To: Texas Workforce Commission
1117 TRINITY ST
SUITE 506T
AUSTIN TX 78751
United States

Vendor ID: 1461600813

Purchaser: Cynthia Alvarado
Phone: 512 4632319
Fax: 512 475 3502
Email: cynthia.alvarado@twc.state.tx.us

Bill To: APPO@twc.state.tx.us or
Texas Workforce Commission
101 E 15TH ST
RM 446
AUSTIN TX 78778-0001
United States

TWC Prefers Electronic Submission

PO Information:

State Employee Training Act. Texas Governmental Code. Sec. 656.048. The Governor has approved TWC's education/training policy.

Cultivating Leadership Transformation Change
For Elyse Luke
May 2021
Invoice INV-0960

VIN 14616008133
Vendor: Cultivating Leadership LLC

TWC Point of contact: Caren Thomas (512) 936-7565

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	VRD_2501_Cultivating Leadership Transformation Change - [Elyse Luke]	963/64	1.0000	EA	\$995.00000	\$995.00	05/21/2021

Schedule Total \$995.00

ReqID:
0000031592

Item Total for Line # 1 \$995.00

Total PO Amount \$995.00

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted unless authorized by Purchaser prior to Shipment.

Authorized Signature

Glenn A Smith

05/17/2021



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IMPORTANT CONDITIONS OF ORDER

This will be your authority to deliver, in accordance with instructions above and the terms of any existing contract agreement, accepted informal bid or quotation, the articles or services listed below. Containers, invoices and correspondence relative to this order must bear the purchase order number. Unless otherwise stipulated, freight charges are included in the unit price. If we previously agreed to pay transportation charges, shipments are to be made prepaid FOB destination and charges added to the invoice.

- * PAYMENT cannot be made until ALL items on this order are received, inspected and accepted unless we previously agreed to a partial payment.
- * ALL Invoices MUST match this PO by Line Number, Description, Quantity, Amount and include Delivery Date for Prompt Payment.
- * Purchase subject to TWC Terms and Conditions (Attachment I).

The State of Texas is exempt from all Federal Excise Taxes.
Tax Exempt ID -742764775.

STATE and CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309(4), for purchase of tangible personal property described on this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

Authorized Signature

A handwritten signature in blue ink that reads "Glenn A. Smith".
Glenn A. Smith

05/17/2021