



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 23-0004083

**Payment Terms:** N/A    **Freight Terms:** N/A    **Ship Via:** N/A    **PCC:** E    **PO Date:** 06/06/2023    **PO End Date:**    **PO Method:** RE    **Dispatch:** Dispatch Via Print    **Rev Dt:**

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

**Vendor:** ASHCRAFT LAW FIRM PC  
 325 N SAINT PAUL  
 3850 REPUBLIC CENTER  
 DALLAS TX 75201  
**United States**

**Ship To:** Texas Workforce Commission  
 101 E 15TH ST  
 RM 630  
 AUSTIN TX 78778-0001  
 United States

**Bill To:** APPO@twc.texas.gov or  
 Texas Workforce Commission  
 101 E 15TH ST  
 RM 470  
 AUSTIN TX 78778-0001  
 United States

**Vendor ID:** 1752428062 000

**Purchaser:** Michael Kagan  
**Phone:** (737) 400-5664  
**Fax:**  
**Email:** michael.kagan@twc.texas.gov

**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.  
 Quote provided by Ashcraft Law Firm

Delegated purchase \$10,000 or less

POC - Nicole Rozas  
 (512) 463-2429  
 nicole.rozas@twc.texas.gov

Presenter for the San Antonio TCE to be held on June 22 23.

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	San Antonio TCE Presentation	90636	972/25	1.0000	LOT	\$1,250.00000	\$1,250.00	06/06/2023
							<b>Schedule Total</b>	<input type="text" value="\$1,250.00"/>
							<b>ReqID:</b> 0000042583	
							<b>Item Total for Line # 1</b>	<input type="text" value="\$1,250.00"/>
							<b>Total PO Amount</b>	<input type="text" value="\$1,250.00"/>

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

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**06/06/2023**



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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**

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**06/06/2023**