



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 24-0003431

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Payment Terms: Freight Terms: Ship Via: PCC: PO Date: PO End Date: PO Method: Dispatch: Rev Dt:
N/A N/A N/A E 05/03/2024 DG Dispatch Via Print

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

Vendor: ASHCRAFT LAW FIRM A PROFESSIONAL
8105 RASOR BLVD STE 257
PLANO TX 75024-0150
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: Rubyna M Ochoa
Phone: (737) 295-0317

Fax:
Email: rubyna.ochoa@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

Per Ashcraft Law Firm corresponding Quote dated 06/14/24

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 01/30/2024 (ATTACHMENT I) apply to this order.

GOODS OR SERVICES LESS THAN \$10,000.00 : 34 TX ADMIN CODE § 20.82 - DELEGATED PURCHASES

Requestor-
Name: ALBERTO ALVARADO
Tel: +1 (512) 463-2403
E-mail: alberto.alvarado@twc.texas.gov

Vendor Contact-
Name: Customer Service
Tel: 214- 987-0660
E-mail: woa@ashcraftlawfirm.com

Submit invoices via email to APPO@TWC.texas.gov and the Contract Manager listed above. PDF or Word Documents are only accepted. All Invoices must include reference to TWC Internal PO.

Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes must be in the scope of original work. No verbal change orders will be permitted. All change orders must be in writing with a Purchase Order Change Notice (POCN) issued by Purchasing HUB Services.

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Ashcraft Speaker Fee - Big Spring	90636	972/58	1.0000	LOT	\$1,938.00000	\$1,938.00	06/12/2024
Schedule Total							\$1,938.00	
ReqID:							0000047189	
Item Total for Line # 1							\$1,938.00	

Authorized Signature

Sonya Bebley, CTCD, CTCM

Sonya Bebley, CTCD, CTCM

05/03/2024



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Total PO Amount \$1,938.00

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.

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 Bebley, CTCD, CTCM

Sonya Bebley, CTCD, CTCM

05/03/2024