



Procurement and Contracts  
Business Unit # 320AD  
Purchase Order # 24-0004089

Page: 1 of 2

Payment Terms: Freight Terms: Ship Via: PCC: PO Date: PO End Date: PO Method: Dispatch: Rev Dt:  
N/A N/A N/A E 06/28/2024 RE Dispatch Via Print

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

Vendor: ASSOCIATION OF FARMWORKER OPPORTUNITY  
1150 CONNECTICUT AVE NW STE 315  
WASHINGTON DC 20036-4130  
United States

Ship To: Texas Workforce Commission  
1117 TRINITY ST  
RM 202T  
AUSTIN TX 78701-1919  
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: 1561009730 000

Purchaser: Kelly A Hall  
Phone: (737) 667-5150  
Fax:  
Email: kelly.hall@twc.texas.gov

TWC Prefers Electronic Submission

**PO Information:**

Per AFOP National Conference corresponding Invoice 83658859 dated 06/10/2024

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

Requestor-  
Name: David Garza  
Tel: +1 (512) 649-2840  
E-mail: david.garza@twc.texas.gov

Vendor Contact-  
Name: Daniel Sheehan  
Tel: 202-963-3200  
E-mail: Finance@afop.org

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	2024 AFOP National Conference Registration	13068	963/64	1.0000	USD	\$625.00000	\$625.00	06/28/2024
Schedule Total							\$625.00	
Item Total for Line # 1							\$625.00	
Total PO Amount							\$625.00	

Authorized Signature

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

06/28/2024



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Page: 2 of 2

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

06/28/2024