



Procurement and Contracts  
Business Unit # 320AD  
Purchase Order # 25-0000643  
Purchase Order Change Notice (# 1)

Page: 1 of 2

Payment Terms: N/A Freight Terms: N/A Ship Via: N/A PCC: E PO Date: 09/12/2024 PO End Date: PO Method: DG Dispatch: Dispatch Via Print 11/04/2024 Rev Dt:

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

Vendor: SUSAN ROBERTSON AND VIRGINIA CAROL  
DBA S.A.L.T.  
126 QUAPAW DR  
HARKER HEIGHTS TX 76548-2092  
United States

Ship To: Texas Workforce Commission  
4405 SPRINGDALE RD.  
RM 678M  
AUSTIN TX 78723  
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: 1824782789 000

Purchaser: Marie Diemer  
Phone: (737) 400-5620  
Fax:  
Email: marie.diemer@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

\*Please do not send to supplier. \*See attached agreements for these conference speakers, childcare selected through a selection process for the October 2024 Texas Rising Star Early Educator Conference at the Hilton Anatole Hotel in Dallas. \*Please do not send to supplier\* No Advanced Payment\*\*\*

Delegated Purchase \$10000 or Less

Line 2 has been canceled as requested by Procurement. POCN1 11/4/24 MD

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	October Childcare Conference Speaker Fee Susan Robertson	13072	969/44	1.0000	LOT	\$750.00000	\$750.00	10/30/2024

Schedule Total

ReqID:  
0000048932

Item Total for Line # 1

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Cancel - October Childcare Conference Speaker Fee V. Carol Thompson	13072	969/44	1.0000	EA	\$0.00000	\$0.00	10/30/2024

Schedule Total

ReqID:  
0000048932

Item Total for Line # 2

Total PO Amount

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted

Authorized Signature

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

11/04/2024



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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

11/04/2024