



Procurement and Contracts  
Business Unit # 320AD  
Purchase Order # 25-0001025  
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: 10/15/2024 PO End Date: PO Method: DG Dispatch: Dispatch Via Print 10/24/2024 Rev Dt:

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

Vendor: COMMISSION ON REHABILITATION COUNSELOR C  
1501 E WOODFIELD RD STE 105E  
SCHAUMBURG IL 60173-5470  
United States

Ship To: Texas Workforce Commission  
4405 SPRINGDALE RD  
RM 504T  
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: 1363733179 000

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

TWC Prefers Electronic Submission

PO Information:

Delegated Purchase \$10000 or Less

TWC Contact - Angelica Ancira

POCN1 - updated to original date of PO, request to change date to 09/25/2024 created a non-compliant error. (10-25-2024-MD)

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Certification fee for new applicant - \$420 (CRC Application & Exam) - September	13060	963/39	1.0000	EA	\$420.00000	\$420.00	10/16/2024

Schedule Total

ReqID:  
0000047976

Item Total for Line # 1

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Renewal fee - \$405 (for individuals with a current CRC that are up for renewal - September	13060	963/39	1.0000	EA	\$405.00000	\$405.00	10/16/2024

Schedule Total

ReqID:  
0000047976

Item Total for Line # 2

Authorized Signature

*Sonya Bebley, CTCD, CTCM*

Sonya Bebley, CTCD, CTCM

10/25/2024



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Certification fee for new applicant - \$420 (CRC Application & Exam) - Oct - August	13060	963/39	2.0000	EA	\$420.00000	\$840.00	10/16/2024
							<b>Schedule Total</b>	\$840.00
							<b>RegID:</b> 0000047976	
							<b>Item Total for Line # 3</b>	\$840.00
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Renewal fee - \$405 (for individuals with a current CRC that are up for renewal - October - August	13060	963/39	4.0000	EA	\$405.00000	\$1,620.00	10/16/2024
							<b>Schedule Total</b>	\$1,620.00
							<b>RegID:</b> 0000047976	
							<b>Item Total for Line # 4</b>	\$1,620.00
							<b>Total PO Amount</b>	\$3,285.00

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

**10/25/2024**