



Procurement and Contracts  
Business Unit # 320AD  
Purchase Order # 25-0002705

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**Payment Terms:** N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **PO Date:** 03/26/2025 **PO End Date:** **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:**

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

**Vendor:** TRADE SHOW MULTI-MEDIA INC  
4517 TAYLOR LN  
CLEVELAND OH 44128-5756  
**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:** 1341791945 000

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

**TWC Prefers Electronic Submission**

**PO Information:**

34 TEX. ADMIN. CODE § 20.82(b)(1); Competitive bidding is not required for purchases of \$10,000 or less.

Trade Show Multi-Media Quote # 2176 dated 2/28/25

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 1/30/24 (ATTACHMENT 1) apply to this order.

TWC Contact Name: Lindsay R Hill  
E-mail: lindsay.hill@twc.texas.gov

Vendor Contact  
Name: Anne Abbott  
Email: anne@tmiexpos.com  
Tel: (216) 272-1661  
VIN: 1341791945

Submit invoices via email to APPO@TWC.texas.gov. 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.

PO 25-0002705 Divestment Statue

Email to Vendor 3-26-25

PO 25-0002705 PCC E Checklist

PO 25-0002705 PR Requisition

PO 25-0002705 PR Approval

PO 25-0002705 Quote

Purchase Order 25-0002705

PO 25-0002705 Vendor Compliance Checklist

Terms and Condition

**Ship to Comments:**

Signature on File

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