



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 19-0002119

Payment Terms: N/A Freight Terms: N/A Ship Via: N/A PCC: E Date: 11/29/18 PO Method: DG Dispatch: **Dispatch** Rev Dt: **Via Print**

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

Vendor: TEXAS CENTER FOR LEGAL ETHICS & PROFESSI
 PO BOX 12487
 AUSTIN TX 78711
 United States

Ship To: Texas Workforce Commission
 LOWELL KEIG - CIVIL RIGHTS
 1215 GUADALUPE ST
 AUSTIN TX 78701-1829
 United States

Bill To: APPO@twc.state.tx.us or

 Texas Workforce Commission
 101 E 15TH ST
 RM 446
 AUSTIN TX 78778-0001
 United States

Vendor ID: 1742568406

Purchaser: Dawn G Smith
Phone: 512/936-3481
Fax: 512/475-3502
Email: dawn.smith@twc.state.tx.us

TWC Prefers Electronic Submission

PO Information:

Delegated Purchase \$5000 or Less

 Invoice #36410
 Requester is asking that payment be made by November 30, 2018.
 TWC POC: Thelma Villanueva (512) 463-4432

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Online Course for State Bar License - D. Asvestas, Bar Card # [REDACTED]	963/64	1.0000	EA	\$165.00000	\$165.00	11/30/2018
						Schedule Total	[\$165.00]
						ReqID: 0000019086	
Justice James A. Baker Guide to Ethics and Professionalism in Texas						Item Total for Line # 1	[\$165.00]
						Total PO Amount	[\$165.00]

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

Authorized Signature

11/29/2018



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 19-0002119

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

A handwritten signature in blue ink that reads "Glenn Smith".

11/29/2018