



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 21-0004420

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **Date:** 06/24/21 **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: JENNIFER MICHELLE WEEKS
 18807 SAWYER RUN LN
 CYPRESS TX 77429-6211
 United States

Ship To: Texas Workforce Commission
 1117 TRINITY ST
 AUSTIN TX 78701-1919
 United States

Vendor ID: 7006987889

Purchaser: Cynthia Alvarado
Phone: 512 4632319
Fax: 512 475 3502
Email: cynthia.alvarado@twc.state.tx.us

Bill To: APPO@twc.state.tx.us or
 Texas Workforce Commission
 101 E 15TH ST
 RM 446
 AUSTIN TX 78778-0001
 United States

TWC Prefers Electronic Submission

PO Information:
 Delegated Purchase \$5000 or Less

 Early Childhood Learning Summit.
 July 6-22, 2021
 Speaker fees

 TWC Point of contact: Ginger Thompson 512-936-4664

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	2021 TECL Summit Speaker Fee Speaker 7	972/33	1.0000	EA	\$1,000.00000	\$1,000.00	06/24/2021
Speaker Details: Jennifer Weeks							
						Schedule Total	\$1,000.00
						ReqID: 0000032411	
						Item Total for Line # 1	\$1,000.00

Total PO Amount \$1,000.00

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.

Authorized Signature

Glenn A Smith

06/24/2021



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Page: 2 of 2

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 A. Smith".

Glenn A Smith

06/24/2021