



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 23-0004333

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **PO Date:** 06/21/2023 **PO End Date:** **PO Method:** RE **Dispatch:** Dispatch Via Print **Rev Dt:**

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

Vendor: CVENT INC
 1765 GREENSBORO STATION PL FL 7
 TYSONS CORNER VA 22102-3468
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: 1541954458 007

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

TWC Prefers Electronic Submission

PO Information:

State Employee Training Act. Texas Governmental Code. Sec. 656.048. The Governor has approved TWC's education/training policy.
 Confirmation # 9RN5LHVC296

Delegated purchase \$10,000 or less

POC - Caren E Thomas
 caren.thomas@twc.texas.gov

Mrs. Fuller approved Melinda to present and attend the Project Search Conference in Milwaukee.

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Melinda Paninski ID [REDACTED] Project Search Conf 7-10 to 7-14 2023		963/37	1.0000	EA	\$550.00000	\$550.00	06/27/2023
							Schedule Total	<input type="text" value="\$550.00"/>
						ReqID: 0000042700		
							Item Total for Line # 1	<input type="text" value="\$550.00"/>
							Total PO Amount	<input type="text" value="\$550.00"/>

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

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

06/21/2023



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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 Babley, CTCD, CTCM

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