



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 24-0000632  
 Purchase Order Change Notice (# 1)

**Payment Terms:** N/A    **Freight Terms:** N/A    **Ship Via:** N/A    **PCC:** I    **PO Date:** 09/08/2023    **PO End Date:**    **PO Method:** IT    **Dispatch:** Dispatch Via Print    **Rev Dt:** 09/12/2023

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

**Vendor:** AAV-ATHANS AUDIO VISUAL LLC  
 6125 AIRPORT FWY STE 102  
 HALTOM CITY TX 76117-5359  
**United States**

**Ship To:** Texas Workforce Commission  
 101 E 15TH ST  
 RM 660  
 AUSTIN TX 78778-0001  
 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:** 1463083770 000

**Purchaser:** Rachel Dean  
**Phone:** (737) 400-5642  
**Fax:**  
**Email:** rachel.dean@twc.texas.gov

**TWC Prefers Electronic Submission**

**PO Information:**

Delegated Purchase \$10,000 or Less  
 Quote # 6865  
 Vendor contact-sales@AthansAudioVisual.com  
 POC Monica Sayen-monica.sayen@twc.texas.gov  
 POCN 1 to add in DLT language, as the comments still isn't working. 9/12/23. RD

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	GRACE Conference, Athans Audio and Video		840/56	1.0000	EA	\$7,659.00000	\$7,659.00	09/28/2023
							<b>Schedule Total</b>	<input type="text" value="\$7,659.00"/>
							<b>ReqID:</b> 0000044183	
							<b>Item Total for Line # 1</b>	<input type="text" value="\$7,659.00"/>

**Total PO Amount**

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

**09/12/2023**



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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*

Sonya Babley, CTCD, CTCM

**09/12/2023**