



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 24-0002106

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** 0 **PO Date:** 01/09/2024 **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: CRAIG B WHELDEN
6 HARBORVIEW CT
BLUFFTON SC 29910-9577
United States

Ship To: Texas Workforce Commission
1117 TRINITY ST
RM 316T
AUSTIN TX 78701-1919
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: 7010649550 000

Purchaser: Kelly A Hall
Phone: (737) 667-5150
Fax:
Email: kelly.hall@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

Purchase Order issue in accordance to Term contracts: PROFESSIONAL SERVICES : PROFESSIONAL SERVICES PROCUREMENT ACT, TX GOVT CODE §§ 2254.001-2254.008

As per Invoice #115 dated 12/01/2023.

Contract ID 0000009163
TWC Contract ID 3124CPM013

Contract Manager -
Name: Breana Gibson
Phone: +1 (737) 443-7468
Email: breana.gibson@twc.texas.gov

Requestor Contact -
Name: Vivian Edmeier
Phone: +1 (737) 667-6606
Email: vivian.edmeier@twc.texas.gov

Vendor Contact:
Name: Craig Whelden
Email: info@craigwhelden.com

Submit invoices via email to APPO@twc.texas.gov and the Contract Manager listed above. PDF or Word Documents only are 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 will 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 Procurement Contract Services.

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

01/09/2024



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Speaker Craig Whelden's Fees - 2023 Annual TWC Conference	90636	972/58	1.0000	EA	\$4,595.18000	\$4,595.18	01/20/2024
							Schedule Total	<input type="text" value="\$4,595.18"/>
Contract ID: 3124CPM013					ReqID: 0000045621			
							Item Total for Line # 1	<input type="text" value="\$4,595.18"/>

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.

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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01/09/2024