



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 24-0001880

Payment Terms: Freight Terms: Ship Via: PCC: PO Date: PO End Date: PO Method: Dispatch: Rev Dt:
N/A N/A N/A E 12/12/2023 RE Dispatch Via Print

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

Vendor: NATIONAL ASSOCIATION OF STATE WORKFORCE
STE 300
444 N CAPITOL ST NW
WASHINGTON DC 20001-1512
United States

Ship To: 5200-4001
101 E 15TH ST
RM 650
AUSTIN TX 78778-0001
United States

Ship To Attention: Christina Shorey
Bill To: 101 E 15TH ST
RM 470
AUSTIN TX 78778-0001
United States

Vendor ID: 1520978073 000

Purchaser: Kelly A Hall
Phone: (737) 667-5150
Fax:

512/936-3299

Email: kelly.hall@twc.texas.gov

Bill To Email: APPO@twc.texas.gov

PO Information:

"Per NASWA corresponding Invoice No. WTNZ33VRBK8 dated 12/12/2023

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 10/25/2023 ( ATTACHMENT I) apply to this order.

GOODS OR SERVICES LESS THAN \$10,000.00 : 34 TX ADMIN CODE § 20.82 - DELEGATED PURCHASES

Registrant: Chris Nelson
Event: 2024 Winter Policy Forum and or / Februsry 2024 DC Board Committee Meetings
Location: Hyatt Regency Washington on Capitol Hill Washint, DC
Dates: Wednesday February 14,2024

Requestor-
Name: Christina Shorey
Tel: +1 (512) 463-1829
E-mail: christina.shorey@twc.texas.gov

Vendor Contact-
Name: Accounting
E-mail: accounting@naswa.org

Submit invoices via email to APPO@TWC.texas.gov and the Requistor listed above. PDF or Word Documents are only 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 must 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 Purchasing HUB Services."

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

12/12/2023



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Registrant: Chris Nelson Event: 2024 Winter Policy Forum and or / Februsry 2024 DC Board & Committee Meetings Location: Hyatt Regency Washington on Capitol Hill Washinton, DC Dates: Wednesday February 14,2024	13800	963/64	1.0000	EA	\$200.00000	\$200.00	01/02/2024
							<b>Schedule Total</b>	<input type="text" value="\$200.00"/>
							<b>ReqID:</b> 0000045538	
							<b>Item Total for Line # 1</b>	<input type="text" value="\$200.00"/>

**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.

**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

12/12/2023