



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 24-0003626

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** 0 **PO Date:** 05/21/2024 **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: UNITED STATES POSTAL SERVICE
 POSTMASTER-CROSS PARK
 8225 CROSS PARK DR
 AUSTIN TX 78710-0001
 United States

Ship To: Texas Workforce Commission
 4405 SPRINGDALE RD
 RM 0108M
 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: 1410760000 315

Purchaser: Donna M Navarro
Phone: (737) 400-5662
Fax:
Email: donna.navarro@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

ADVANCE PAYMENT REQUIRED

TX GOVT CODE § 2113.103 - United States Postal Service

The Service Fee Notice for PO Box 149363, 149037, 149155 is effective upon receipt of payment, at the Post Office located at 8225 Cross Park Dr., Austin, Texas 78710. Please contact Antonio Blanch or Daniel Duran in mail services when the warrant is available.
 Renewal Due Date: 05/31/2024

TWC Contacts:

Name: Antonio Blanch or Daniel Duran
 Phone: 512-927-0002x1202 / 512-463-1135
 E-mail: antonio.blanch@twc.texas.gov;daniel.duran@twc.texas.gov

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	PO Box Service Fee Notice for 149363, 149037, 149155	13069	985/60	1.0000	UNT	\$4,800.00000	\$4,800.00	05/21/2024
							Schedule Total	<input type="text" value="\$4,800.00"/>
					ReqID: 0000047365			
							Item Total for Line # 1	<input type="text" value="\$4,800.00"/>
							Total PO Amount	<input type="text" value="\$4,800.00"/>

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 Bebley, CTCD, CTCM

Sonya Bebley, CTCD, CTCM

05/21/2024



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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

05/21/2024