



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 25-0000559

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **PO Date:** 09/06/2024 **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: COMMISSION ON REHABILITATION COUNSELOR C
 1501 E WOODFIELD RD STE 105E
 SCHAUMBURG IL 60173-5470
 United States

Ship To: Texas Workforce Commission
 101 E 15TH ST
 RM 274
 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: 1363733179 000

Purchaser: Marie Diemer
Phone: (737) 400-5620
Fax:
Email: marie.diemer@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

3722 - Art. IX, Sec. 8.07, GAA

Advanced Payment is required. Please note that Vendor is set up with direct deposit for advanced payment. Please do NOT send a paper check for advance payment. - Vendor is Direct Deposit

Invoice #: 442592.

Type of fee: CEUs for TWC employees.

Program description:

Achieving Greater Success Through Accountability
 Aspiring Leaders: Getting Primed to Advance
 Diversity in the Workplace: Respectful Communication
 Employee Retention

Succeeding at TWC: Professionalism and the Core Dimensions

Purpose: To provide new TWC employees with continuing education credits for professional development.

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	CE Provider Program/Session Fee - 5 x 15.00 = 75.00	13060	963/39	1.0000	LOT	\$75.00000	\$75.00	09/09/2024
							Schedule Total	<input type="text" value="\$75.00"/>
						ReqID: 0000048997		
							Item Total for Line # 1	<input type="text" value="\$75.00"/>

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

09/09/2024



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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

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09/09/2024