PURCHASE ORDER

PO Number: 303-7-0237

Requisition Number: 303-7-00580

Order Date: 11/7/2016

Released

MAIL INVOICE TO AGENCY BELOW
TEXAS FACILITIES COMMISSION
FISCAL MANAGEMENT / ACCOUNTS PAYABLE
P.O. BOX 13047 Austin, Texas 78711-3047
OR
email to: accountspayable@tfc.state.tx.us

Delivery Location

--Select--
Show numbers on all papers and packages

Referenced Source or Vendor

22222222222
Employee Reimbursement - Nelson Thompson
1711 San Jacinto Blvd.
See line item detail for vendor information
Austin, TX 78701

Description	Employee Reimbursement to Nelson Thompson for registration fee attend the PLBGE CE Austin/Buda class on November 5, 2016. Reimbursement as per attached invoice #200002817, dated 10/5/2016. TFC Contact: Nelson Thompson @ (512) 563-9288

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Employee Reimbursement to Nelson Thompson for registration fee attend the PLBGE CE Austin/Buda class on November 5, 2016. Reimbursement as per attached invoice #200002817, dated 10/5/2016. Vendor Information: 17404908455 PHCC - Texas 145 TRADEMARK ST BUDA, TX 78610-3564 TFC Contact: Nelson Thompson @ (512) 563-9288	1	LOT	$95.00	11/7/2016	11/7/2016	$95.00

NIGP Class: 924 **NIGP Item:** 40 **Object Class:** 203 **Reimbursement Type:** Not Reimburseable						
					Grand Total	**$95.00**

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

Agency	TFC
Fiscal Year	2017
Division	Planning and Real Estate Mgmt
Program	Property Management
Phone	5124244758
Org Code	0442 - Facility Maintenance
Type of Purchase/PCC Code	Employee Reimbursement - E
Work Order Number	na

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

(1) the vendor's mailing and e-mail (if applicable) address;
(2) the vendor's telephone number;
(3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
(4) the state agency requisition number;
(5) the state agency's name, agency number, and delivery address;
(6) the commission's purchase order number, if applicable;
(7) the contract number or other reference number if applicable;
(8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
(9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
(10) unit numbers corresponding to the original order; and
(11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____

Evans, Sarah - CTPM, 5123059269

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Chapter20, Title 122A, Revised Civil Statutes of Texas, for purchase of tangible personal property described in this number order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas

(Show Terms And Conditions...)