



Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
<b>Jul 10, 2018</b>	<b>AB0377001</b>	<b>0</b>
<b>Contact instructions for questions regarding this Purchase Order:</b> If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.		
<b>Buyer Contact:</b>		
<b>Buyer</b>	<b>Buyer Email</b>	<b>Buyer Phone Number</b>
cac - Chamberlain, Chris	cchamberlain@tamu.edu	979.845.4786
<b>Customer Contact:</b>		
Name:	Susan Ferguson	
Email:	S-FERGUSON@TAMU.EDU	
Phone:	+1 979-845-1211	

### Sales Tax Exemption

Texas A&M AgriLife Extension is exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of Texas A&M AgriLife Extension.

The laws of the State of Texas shall govern this Purchase Order.

### Order acceptance instructions:

**Vendor guarantees that the products delivered or the services performed as a result of this Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by Texas A&M AgriLife's Purchasing Department prior to shipping.**

Supplier Information		Delivery Information	
Supplier Name	SHERATON AUSTIN AUSTIN CAPITOL HOTEL LLC DBA	<b>Delivery Address</b>	
Address	701 E 11TH ST AUSTIN, TX 78701 US	TAMUS Member:	07-Texas A&M AgriLife Extension Service (07)
Phone	+1 512-404-6928	Attn:	Sue Ferguson
FOB / FREIGHT	Destination	4H Programs	
Pre-Pay & Add	No	Room	151C
Payment Terms	0, Net 30	1470 William D Fitch Pkwy	
Contract Number - Header	<i>no value</i>	College Station, TX 77845	
Contract Number - Line	<i>no value</i>	United States	
Quote number		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

### Notes to Supplier

#### Shipping Instructions

Note to Supplier

THIS PURCHASE ORDER IS FOR PAYMENT PURPOSES ONLY.

#### PO Clauses

Header 001 No Collect Freight Neither COD nor "Collect" freight or handling charges will be accepted.  
Charges Accepted

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 4	Lodging for the Texas 4-H Congress, July 19 - 25, 2018.	NA	LO	79,500.00 USD	1 LO	79,500.00 USD
2 of 4	Local room taxes for the Texas 4-H Congress, July 19 - 25, 2018.	NA	LO	3,975.00 USD	1 LO	3,975.00 USD
3 of 4	Banquet Charges for the Texas 4-H Congress, July 19 - 25, 2018.	NA	LO	65,000.00	1 LO	65,000.00

				USD		USD
4 of 4	Parking Charges for the Texas 4-H Congress, July 19 - 25, 2018.	NA	LO	100.00 USD	1 LO	100.00 USD
				Total	<b>148,575.00 USD</b>	

Billing Information	Billing Address
<p>To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only if email is not an option then submit invoices to the billing address indicated in the "Billing Address" section. To inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail abvendorhelp@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&amp;M AgriLife Extension                      Service Disbursements                      ***Do Not Mail Invoices***                      Email invoices to apinvoices@ag.tamu.edu                      2147 TAMU                      College Station, TX 77843-2147                      United States</p>