



Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
<b>Nov 30, 2020</b>	<b>AB0582709</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>
jmb - Bulich, Jonie	JONIE.BULICH@AG.TAMU.EDU	979.845.0839
<b>Customer Contact:</b>		
Name:	Natalie Hejl	
Email:	NATALIE.HEJL@AG.TAMU.EDU	
Phone:	+1 979-458-2395	

**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.

Member of the Texas A&M University System.

**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	TEXAS A&M HOTEL & CONFERENCE CE NCCD-CAIN HALL DBA	<b>Delivery Address</b>	TAMUS Member: 07-Texas A&M AgriLife Extension Service (07)
Address	177 JOE ROUTH BLVD COLLEGE STATION, TX 77840 US	Attn:	Natalie Hejl
Phone	+1 480-290-0432	VG Young Institute of County Government	
FOB / FREIGHT	Destination	Suite	171 E
Pre-Pay & Add	No	1470 William D Fitch Pkwy	
Payment Terms	0, Net 30	2137 TAMU	
Contract Number - Header	<i>no value</i>	College Station, TX 77843-2137	
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**

**PO Clauses**

There are no clauses associated with this Purchase Order.

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 2	Food and Beverage - V.G. Young Institute Seminar for Newly Elected County Judges and Commissioners - EVENT DATES: January 11, 2021 – January 15, 2021	.	LO	15,000.00 USD	1 LO	15,000.00 USD
2 of 2	Lodging Room Block - V.G. Young Institute Seminar for Newly Elected County Judges and Commissioners - EVENT DATES: January 11, 2021 – January 15, 2021	.	LO	5,000.00 USD	1 LO	5,000.00 USD

**Billing Information**

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.

Invoice must include the PO/Reference number shown above.

**Billing Address**

Texas A&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