



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 23-0002091

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **Date:** 01/03/23 **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: PARK US LESSEE HOLDINGS INC
 DBA EMBASSY SUITES AUSTIN DOWNTOWN
 300 S CONGRESS
 AUSTIN TX 78704-1221
 United States

Ship To: Texas Workforce Commission
 4800 N LAMAR BLVD
 CRISS COLE SUITE 111
 AUSTIN TX 78756
 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: 1352565909

Purchaser: Kelly A Hall
Phone: (737) 667-5150
Fax:
Email: kelly.hall@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

Advanced Pay Required
 Delegated Purchase \$10000 or Less
 Invoice 1848
 Vendor Contact Name: Adrian Zamora
 Phone: 512-617-2574
 Email: adrian.zamora@hilton.com
 TWC Contact Information:
 Name: Sharon Hubbard
 Phone: 512-377-0559/ 512-470-2304
 Email: Sharon.hubbard@twc.texas.gov

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Conference Room Rental Embassy Suites January 14, 2023	971/65	1.0000	LOT	\$982.50000	\$982.50	01/13/2023

Schedule Total

ReqID:
0000040600

Item Total for Line # 1

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

01/03/2023



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Audio Visual Set up for ECM Meeting January 14, 2023	972/50	1.0000	LOT	\$1,431.25000	\$1,431.25	01/13/2023
						Schedule Total	<input type="text" value="\$1,431.25"/>
				ReqID:			
				0000040600			
						Item Total for Line # 2	<input type="text" value="\$1,431.25"/>
						Total PO Amount	<input type="text" value="\$2,413.75"/>

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.

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
01/03/2023