



### Sales Tax Exemption

Texas A&M University 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.

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

Member of the Texas A&M University System.

Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
<b>Jul 20, 2022</b>	<b>AB0731410</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>
jyg - Gibson, Jackie	jgibson@tamus.edu	979.458.6107
<b>Customer Contact:</b>		
Name:	Frances Miller	
Email:	FMILLER@TAMUS.EDU	
Phone:	+1 979-458-6301	

### 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 the Texas A&M University System's Department of Purchasing Services prior to shipping.**

Supplier Information		Delivery Information	
Supplier Name	EMMA INC	<b>Delivery Address</b>	
Address	11 LEA AVE NASHVILLE, Tennessee 37210 United States	TAMUS Member:	26-Texas A&M System Shared Service Center (26)
Phone	+1 888-493-2525	Attn:	Jeremy Tarpley
FOB / FREIGHT	Destination	IT Services	
Pre-Pay & Add	No	Moore/Connally Bldg	
Payment Terms	0, Net 30	Room	334
Contract Number - Header	no value	301 Tarrow St	
Contract Number - Line	no value	College Station, TX 77840-7896	
Quote number	Q-04906	United States	
		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

### Notes to Supplier

#### Shipping Instructions

Attachments for supplier

Q-04906-20220629-...

#### 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 2	Emma HQ Mass E-mail Tool Software	-	EA	25,614.00 USD	1 EA	25,614.00 USD
2 of 2	University Account Training	-	EA	399.00 USD	1 EA	399.00 USD
<b>Total</b>						<b>26,013.00 USD</b>

**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 vendorhelp@tamu.edu.

Invoice must include the PO/Reference number shown above.

**Billing Address**

TAMUS Shared Service Center-  
Accounts Payable

\*\*\*Do Not Mail Invoices\*\*\*

Email invoices to systemvouchers@tamus.edu  
301 Tarrow RM 345  
College Station, TX 77840  
United States