

## **Revised Purchase Order**



### **Sales Tax Exemption**

The Texas A&M University System Offices are 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 The Texas A&M University System.

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

<b>Purchase Order</b>			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
<b>Jan 31, 2025</b>	<b>AB0994980</b>	<b>1</b>	<b>Feb 4, 2025</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>	
scc - Crowdus, Sterling	scrowdus@tamus.edu	979.845.6947	
<b>Customer Contact:</b>			
Name:	Lona Reynolds		
Email:	LONA-REYNOLDS@TAMUS.EDU		
Phone:	+1 979-458-6095		

### **Order acceptance instructions:**

**For Terms and Conditions and any other requirements applicable to this Purchase Order, refer to the PO Clauses and Notes to Supplier section. No changes may be made to the contents or pricing of this Purchase Order without written approval from the A&M System Office of Procurement Services.**

Supplier Information		Delivery Information	
Supplier Name	GRAMMARLY INC	<b>Delivery Address</b>	
Address	548 MARKET ST #35410 SAN FRANCISCO, California 941045401 United States	TAMUS Member:	01-Texas A&M System Offices (01)
FOB / FREIGHT	Destination	Attn:	JAMES HALLMARK
Pre-Pay & Add	No	Academic & Student Affairs	
Payment Terms	0, Net 30	Moore/Connally Bldg	
Contract Number - Header	no value	Floor	7TH FLOOR
Contract Number - Line	no value	301 Tarrow St	
Quote number	Q-133413	College Station, TX 77840	
		United States	
		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

### **Notes to Supplier**

#### **Shipping Instructions**

Note to Supplier

This purchase order shall reference the attached quote and vendor contract addendum for terms and conditions.

Include PO no. on all invoices. Make certain invoice is referenced correctly & sent to the email address noted in the BILL TO section of this PO.

Attachments for supplier

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#### **PO Clauses**

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
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Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 1	01/13/25-01/12/26 - GRAMMARLY FOR EDUCATION, UNIVERSITY/COLLEGE INSTITUTION	.	EA	10.00 USD	10,000 EA	100,000.00 USD
Total					100,000.00 USD	

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 vendorhelp@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&amp;M University System</p> <p>***Do Not Mail Invoices***</p> <p>Email invoices to systemvouchers@tamus.edu</p> <p>301 Tarrow RM 345</p> <p>College Station, TX 77840</p> <p>United States</p>