



Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
Sep 24, 2019	AB0484239	0
Contact instructions for questions regarding this Purchase Order: If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.		
Buyer Contact:		
Buyer	Buyer Email	Buyer Phone Number
jyg - Gibson, Jackie	jgibson@tamus.edu	979.458.6107
Customer Contact:		
Name:	Lona Reynolds	
Email:	LONA-REYNOLDS@TAMUS.EDU	
Phone:	+1 979-458-6095	

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.

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	EMBASSY SUITES & SPA BROOKS	Delivery Address	
Address	7610 S NEW BRAUNFELS AVE SAN ANTONIO, TX 78235 US	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 210-982-4022	Attn:	KIM KRAUTER
FOB / FREIGHT	Destination	Academic & Student Affairs	
Pre-Pay & Add	No	Moore/Connally Bldg	
Payment Terms	0, Net 30	Floor	5TH
Contract Number - Header	no value	301 Tarrow St	
Contract Number - Line	no value	College Station, TX 77840	
Quote number		United States	
		Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier

Shipping Instructions

Note to Supplier: Awarded per attached agreement.
 Attachments for supplier:

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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	CHANCELLOR'S SUMMIT IN TEACHER EDUCATION 09/22-23/19 -- FOOD FOR EVENT. AMOUNT IS ESTIMATE - COULD BE MORE OR LESS.	.	LO	19,313.46 USD	1 LO	19,313.46 USD
2 of 2	AUDIO VISUAL EQUIPMENT FOR MEETING	.	EA	615.00 USD	1 EA	615.00 USD
Total						19,928.46 USD

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