



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 23-0003375

Payment N/A Freight N/A Ship Via: N/A PCC: Q Date: 04/14/23 PO Method: DG Dispatch: Dispatch Rev Dt:  
 Terms: Terms: Via Print

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: DOUBLETREE HOTEL AUSTIN  
 6505 IH 35 NORTH  
 AUSTIN TX 78752  
 United States

Ship To: Texas Workforce Commission  
 4405 SPRINGDALE RD  
 RM 252T  
 AUSTIN TX 78723  
 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: 1742317230

Purchaser: Delight K Dehorty  
 Phone: (737) 249-0658  
 Fax:  
 Email: delight.dehorty@twc.texas.gov

TWC Prefers Electronic Submission

**PO Information:**  
 INFORMAL BID

Austin Workforce Forum 2023  
 5/01/23 - 5/03/23  
 Austin, TX

Vendor POC:  
 Carlene Paz  
 carleen.paz@austindoubletreehotel.com  
 512-374-4851

TWC Forum POC:  
 Nicole Rozas  
 nicole.rozas@twc.texas.gov  
 512-463-6389

TWC PO POC:  
 Anita Smith  
 anita.smith@twc.texas.gov

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	DoubleTree by Hilton Austin Hotel - Forum 2023 - Meeting Space	971/65	1.0000	UNT	\$20,000.00000	\$20,000.00	04/28/2023

Schedule Total

ReqID:  
 0000041764

Item Total for Line # 1

Authorized Signature

*Sonya Bebley, CTCD, CTCM*

Sonya Bebley, CTCD, CTCM

**04/14/2023**



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	DoubleTree by Hilton Austin Hotel - Forum 2023 - Miscellaneous	971/65	1.0000	UNT	\$2,000.00000	\$2,000.00	04/28/2023
						<b>Schedule Total</b>	\$2,000.00
						<b>ReqID:</b> 0000041764	
						<b>Item Total for Line # 2</b>	\$2,000.00

**Total PO Amount** \$22,000.00

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 Bebley, CTCD, CTCM*  
 Sonya Bebley, CTCD, CTCM  
 04/14/2023