



## Sales Tax Exemption

Texas A&M University-Galveston 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 University-Galveston.

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

Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
<b>Jan 24, 2019</b>	<b>AB0422807</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>
paw - Winkler, Patty	p-winkler@tamu.edu	979.845.4556
<b>Customer Contact:</b>		
Name:	Traci Morris	
Email:	MORRIST@TAMUG.EDU	
Phone:	+1 409-740-4585	

### 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 Texas A&M's Department of Procurement Services prior to shipping or performance. This Purchase Order is governed by the laws of the State of Texas and Texas A&M's Terms & Conditions, which are available online: <http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/>**

Supplier Information		Delivery Information	
Supplier Name	WORKSHOP ASTELLE LLC DBA	<b>Delivery Address</b>	
Address	618 EAST LOCUST ST SAN ANTONIO, TX 78212 US	TAMUS Member:	10-Texas A&M at Galveston (10)
FOB / FREIGHT	Destination	Attn	Traci Morris
Pre-Pay & Add	No	Central Receiving Warehouse	
Payment Terms	0, Net 30	1001 Texas Clipper Rd.	
Contract Number - Header	C8536074	Galveston, TX 77554	
Contract Number - Line	<i>no value</i>	United States	
Quote number		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

### Notes to Supplier

#### Shipping Instructions

Note to Supplier

Confirming Order - Do Not Duplicate; Reference TAMU Master Order C8536074.

#### PO Clauses

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
	110	TAMUG Terms & Conditions	Terms & Conditions - Texas A&M University Galveston -This purchase order is issued on behalf of Texas A&M University and is governed by the Terms & Conditions found online: <a href="http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/">http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/</a> From this website please select "Texas A&M University Galveston" from the drop-down menu.

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 1	TAMUG Master Plan Update; conducted kickoff visioning session and second visioning meeting; building and campus assessment; invoice 1; owner agreement: C8536074	n/a	JA	82,175.00 USD	1 JA	82,175.00 USD
Total						<b>82,175.00 USD</b>

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 abvendorhelp@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&amp;M University Galveston-Accounts Payable</p> <p>***Do Not Mail Invoices***</p> <p>Email invoices to acctspay@tamug.edu</p> <p>P.O. Box 1675</p> <p>Galveston, TX 77553</p> <p>United States</p>