



## Sales Tax Exemption

Texas A&M University-Commerce 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-Commerce.

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.
Sep 30, 2021	AB0656557	0
<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>		
Buyer	Buyer Email	Buyer Phone Number
no value	no value	no value
<b>Customer Contact:</b>		
Name:	Rose Adams	
Email:	ROSE.MARY.ADAMS@TAMUC.EDU	
Phone:	+1 903-886-5731	

## 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 University-Commerce's Purchasing Department prior to shipping.**

Supplier Information		Delivery Information	
Supplier Name	ENCYCLOPEDIA BRITANNICA INC	<b>Delivery Address</b>	
Address	325 N LASALLE ST STE 200 CHICAGO, Illinois 606543832 United States	TAMUS Member:	21-Texas A&M University - Commerce (21)
Phone	+1 800-554-9862	Attn:	Rose Mary Adams
FOB / FREIGHT	Destination	Library	
Pre-Pay & Add	No	Room	401D
Payment Terms	0, Net 30	2600 S Neal St	
Contract Number - Header	no value	Commerce, TX 75428	
Contract Number - Line	no value	United States	
Quote number		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

## Notes to Supplier

### PO Clauses

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
	508	Changes must be Approved Prior	Any changes to this Contract without the undersigned Purchasing Agent's prior written approval is not authorized and at the expense of the Supplier.
	509	Cancellation due to Funding	This contract is subject to cancellation without penalty, either in whole or in part, if funds are not appropriated by the Texas Legislature, or otherwise not made available to the using Agency.
	522	Governance	Any agreement entered into by Texas A&M University-Commerce shall be governed by the laws of the State of Texas.
	525	Best Value Clause	Agency invokes "Best Value" purchase exemption under House Bill 1545.
	536	Terms & Conditions - TAMU-Commerce	This purchase shall be in accordance with the Texas A&M University-Commerce terms and conditions. To obtain, please go to the following address: <a href="http://www.tamuc.edu/facultyStaffServices/purchasing/references/forms/default.aspx">http://www.tamuc.edu/facultyStaffServices/purchasing/references/forms/default.aspx</a>

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 1	Britannica Academic subscription (11/01/2021 – 10/31/2022)	OSLV	EA	3,200.00 USD	1 EA	3,200.00 USD
Total						3,200.00 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 vendorhelp@tamuc.edu.

Invoice must include the PO/Reference number shown above.

Texas A&M University-Commerce  
\*\*\*Do Not Mail Invoices\*\*\*  
Email invoices to invoices@tamuc.edu  
PO Box 3011  
Commerce, TX 75429  
United States