



# Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services  
Nacogdoches, Texas 75962-3030

Supplier: Phone (936) 468-2206 \* Fax (936) 468-4282

Short's Travel Management, Inc.  
DBA: Shorts Travel Management,  
1203 W Ridgeway Ave  
Waterloo IA 50701-4017

PO Number: **B24A0715**

PO Date: **11/09/23**

Delivery Date:

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

ivancickn@sfasu.edu

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Athletics Fieldhouse  
Fieldhouse  
712 Hayter St  
SFA Box 13010  
Nacogdoches TX 75962

Terms: Net 30

FOB: Not Applicable

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
1	E&I Cooperative #EI00373~2023MA 000P96178A TRAVEL AGENCY SERVICES  Annual Management Fee, which includes all on-site transactions & online bookings ---- In accordance with iContracts #1192019 signed 11/09/2023 ---- For the period: 11/09/2023-08/31/2024 09/01/2024-08/31/2025 09/01/2025-08/31/2026	4.00 SRV	47,250.0000	189,000.00

Purchaser: Nicole Ivancic

(936) 4684472

**ADDITIONAL CHARGE:**

Vendor ID: **20004296**

Collegiate Licensed:

**DISCOUNT/TRADE-IN:**

Req No:

Employee/Employee Relationship:

**TOTAL:**

**CONTINUED**

Blanket Order: **B24A0715**

HUB Status:

Purchase Class: **Cooperative Purchase**

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.



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Item	Description	Quantity	Unit Cost	Total Cost
	09/01/2026-08/31/2027			

<b>Purchaser:</b> Nicole Ivancic	(936) 4684472	<b>ADDITIONAL CHARGE:</b>	<b>.00</b>
Vendor ID: <b>20004296</b>	Collegiate Licensed:	<b>DISCOUNT/TRADE-IN:</b>	<b>.00</b>
Req No:	Employee/Employee Relationship:	<b>TOTAL:</b>	<b>189,000.00</b>
Blanket Order: <b>B24A0715</b>			
HUB Status:	Purchase Class: <b>Cooperative Purchase</b>		

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