



# 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: **P24A2133**

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

Delivery Date: **06/07/24**

**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:**

Lauren Stacy  
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 ---- Softball ---- RE: R0080332 ---- Quantity and units shown are estimates for internal purposes only. Payment shall be made only for actual goods or services received. ---- CREATED TO PAY REMAINING INVOICES-DO NOT DUPLICATE 000P97130B RENTAL/LEASE, HOTEL/MOTEL ROOM Date: 2024 Softball Season	30,000.00 EA	1.0000	30,000.00

Purchaser: Nicole Ivancic

(936) 4684472

**ADDITIONAL CHARGE:**

Vendor ID: **20004296**

Collegiate Licensed:

**DISCOUNT/TRADE-IN:**

Req No:

Employee/Employee Relationship:

**TOTAL: CONTINUED**

Blanket Order:

HUB Status:

Purchase Class: **Cooperative Purchase**

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

310030-97042-774700 \$30,000.00



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Item	Description	Quantity	Unit Cost	Total Cost
	City: TBD Hotel: TBD Team: SFA Softball Team ---- Hotel rooms to be purchased by STM Charters and invoiced at the end of each month for softball games during the 2024 athletic season. See invoices for specific dates/times			

<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>30,000.00</b>
Blanket Order:			
HUB Status:	Purchase Class: <b>Cooperative Purchase</b>		

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