



# 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

HireRight Inc  
5151 California Ave  
Irvine CA 92617-3059

PO Number: **P2500750**

PO Date: **09/01/24**

Delivery Date: **08/31/25**

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

accountanalyst@hireright.com

**Send Billing Invoice to:**

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

**Ship to:**

Livia Pierce  
Human Resources  
Austin Bldg 201  
2102 Alumni Dr  
SFA Box 13039  
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	EXEMPT POLICY 05-301 - Direct Publications ---- E & I #E100291 ---- Quantity and units shown are estimates for internal purposes only. Payment shall be made only for actual goods or services received.  000P96130A BACKGROUND INVESTIGATIONS FOR EMPLOYMENT  Perform employment background investigations for SFASU ---- For the period 09/01/2024 - 08/31/2025	30,000.00 UNT	1.0000	30,000.00

Purchaser: Kim Jones

(936) 4686551

**ADDITIONAL CHARGE:**

Vendor ID: **20005274**

Collegiate Licensed:

**DISCOUNT/TRADE-IN:**

Req No:

Employee/Employee Relationship:

**TOTAL: CONTINUED**

Blanket Order:

Purchase Class: **Cooperative Purchase**

HUB Status:

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

150002-30601-772990 \$30,000.00



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Item	Description	Quantity	Unit Cost	Total Cost
	----- In accordance with iContracts #218896 fully executed on 02/01/2024 for a period of five (5) years - 02/01/2024 - 01/31/2029.			

<b>Purchaser:</b> Kim Jones	(936) 4686551	<b>ADDITIONAL CHARGE:</b>	<b>.00</b>
Vendor ID: <b>20005274</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: **Cooperative Purchase**

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