



# Stephen F. Austin State University

Procurement and Business Services  
Nacogdoches, Texas 75962-3030  
Phone (936) 468-2206 \* Fax (936) 468-4282

PO Number: <b>P2401009</b>
PO Date: <b>07/13/23</b>
Delivery Date: <b>05/24/24</b>

**Supplier:**

Study Abroad Association LLC  
2920 Forestville Rd  
Ste 100 Apt 3060  
Raleigh NC 27616-8774

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

ambra@studyabroadassociation.com

**Send Billing Invoice to:**  
Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:** Brittney Goad  
Travel  
Austin Bldg 208  
2102 Alumni Drive  
SFA Box 13035  
  
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
	EXEMPT POLICY 17.1- Group travel ---- Travel number #TBD ---- Study abroad program to Costa Rica from May 13, 2024 - May 24, 2024 led by Ja'von Long with estimated 10 students and 2 faculty airfare seats needed. ---- In accordance with iContracts #1014530 ---- Quantity and units shown are estimates for internal purposes only. Payment shall be made only for actual goods or services received.			

**Purchaser:** Nicole Ivancic (936) 4684472  
Vendor ID: **20398800** Collegiate Licensed:  
Req No: **R0078360**  
Blanket Order: Employee/Employee Relationship:  
HUB Status: Purchase Class: **Exempt - SFA Policy 17.1**

**ADDITIONAL CHARGE:**  
**DISCOUNT/TRADE-IN:**  
**TOTAL: CONTINUED**

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

150013-29128-772990	\$5,000.00
150013-29128-772990	\$10,900.00
150013-29128-772990	\$10,900.00



# Stephen F. Austin State University

Procurement and Business Services  
Nacogdoches, Texas 75962-3030  
Phone (936) 468-2206 \* Fax (936) 468-4282

PO Number: <b>P2401009</b>
PO Date: <b>07/13/23</b>
Delivery Date: <b>05/24/24</b>

**Supplier:**

Study Abroad Association LLC  
2920 Forestville Rd  
Ste 100 Apt 3060  
Raleigh NC 27616-8774

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

ambra@studyabroadassociation.com

**Send Billing Invoice to:**  
Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:** Brittney Goad  
Travel  
Austin Bldg 208  
2102 Alumni Drive  
SFA Box 13035  
  
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	000P96178A TRAVEL AGENCY SERVICES  Payment due 150 days prior to departure \$500/person Due December 15, 2023	10.00 SRV	500.0000	5,000.00
2	000P96178A TRAVEL AGENCY SERVICES  Payment due 90 days prior to departure 50% of the remaining amount Due February 13, 2024 ----	10.00 SRV	1,090.0000	10,900.00

**Purchaser:** Nicole Ivancic (936) 4684472  
Vendor ID: **20398800** Collegiate Licensed:  
Req No: **R0078360**  
Blanket Order: Employee/Employee Relationship:  
HUB Status: Purchase Class: **Exempt - SFA Policy 17.1**

**ADDITIONAL CHARGE:**  
**DISCOUNT/TRADE-IN:**  
**TOTAL: CONTINUED**

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

150013-29128-772990	\$5,000.00
150013-29128-772990	\$10,900.00
150013-29128-772990	\$10,900.00



# Stephen F. Austin State University

Procurement and Business Services  
Nacogdoches, Texas 75962-3030  
Phone (936) 468-2206 \* Fax (936) 468-4282

PO Number: <b>P2401009</b>
PO Date: <b>07/13/23</b>
Delivery Date: <b>05/24/24</b>

**Supplier:**

Study Abroad Association LLC  
2920 Forestville Rd  
Ste 100 Apt 3060  
Raleigh NC 27616-8774

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

ambra@studyabroadassociation.com

**Send Billing Invoice to:**  
Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:** Brittney Goad  
Travel  
Austin Bldg 208  
2102 Alumni Drive  
SFA Box 13035  
  
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
3	50% does not include first payment of \$500/person 000P96178A TRAVEL AGENCY SERVICES  Payment due 60 days prior to departure Payment of the remaining amount Due March 12, 2024	10.00 SRV	1,090.0000	10,900.00

**Purchaser:** Nicole Ivancic (936) 4684472  
Vendor ID: **20398800** Collegiate Licensed:  
Req No: **R0078360**  
Blanket Order: Employee/Employee Relationship:  
HUB Status: Purchase Class: **Exempt - SFA Policy 17.1**

<b>ADDITIONAL CHARGE:</b>	<b>.00</b>
<b>DISCOUNT/TRADE-IN:</b>	<b>.00</b>
<b>TOTAL:</b>	<b>26,800.00</b>

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

150013-29128-772990	\$5,000.00
150013-29128-772990	\$10,900.00
150013-29128-772990	\$10,900.00