



# 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

EF Institute for Cultural Exchange, Inc  
DBA: EF College Study Tours  
2 Education Cir  
Cambridge MA 02141-1970

PO Number: **P2402298**

PO Date: **02/08/24**

Delivery Date: **06/05/24**

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

Brianna.Ballard@ef.edu

**Send Billing Invoice to:**

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

**Ship to:**

Heather Catton  
Office of International Programs  
Steen Library 103  
905 E Library Dr  
SFA Box 6152  
  
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 - Group Travel ---- Pop Culture in South Korea Fac. Leaders: Dr. Owen Smith & Dr. Chandler-Ezell May 27, 2024 - June 5, 2024 Estimated Number of Students: 20 ---- In accordance with iContracts #594737 ---- Quantity and units shown are estimates for internal purposes only. Payment shall be made only for actual goods or services received. ---- TA: 3QCR 000P96178A TRAVEL AGENCY SERVICES	20.00 SRV	500.0000	10,000.00

**Purchaser:** Nicole Ivancic

(936) 4684472

**ADDITIONAL CHARGE:**

Vendor ID: **20208765**

Collegiate Licensed:

**DISCOUNT/TRADE-IN:**

Req No: **R0079948**

Employee/Employee Relationship:

**TOTAL: CONTINUED**

Blanket Order:

HUB Status:

Purchase Class: **Exempt per SFA Policy**

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

150013-29116-772990	\$10,000.00
150013-29116-772990	\$62,690.00



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Item	Description	Quantity	Unit Cost	Total Cost
2	Non-refundable deposit per participant 000P96178A TRAVEL AGENCY SERVICES  EF Study Abroad Pop Culture and World Religions in South Korea Pricing ---- Does not include \$500 non-refundable deposit	10.00 SRV	6,269.0000	62,690.00

Purchaser: Nicole Ivancic (936) 4684472

ADDITIONAL CHARGE: .00

Vendor ID: **20208765** Collegiate Licensed:

DISCOUNT/TRADE-IN: .00

Req No: **R0079948** Employee/Employee Relationship:

TOTAL: 72,690.00

Blanket Order:

HUB Status:

Purchase Class: **Exempt per SFA Policy**

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

150013-29116-772990 \$10,000.00  
150013-29116-772990 \$62,690.00