



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

Estudio Sampere
Lagasca 16
Madrid E-28001
Spain

sampere@sampere.es

PO Number: **P2402569**

PO Date: **04/02/24**

Delivery Date: **06/30/24**

**CONFIRM RECEIPT OF PURCHASE ORDER AND
ACCEPTANCE OF DELIVERY DATE
BY EMAILING PURCHASE@SFASU.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
	EXEMPT POLICY 05-301 Group Travel ---- Study abroad program to Madrid, Spain from 06/01/2024-06/30/2024 led by Dr. Cuadra and Dr. Morera. For Summer I semester with estimated 15-25 students. Includes Intensive Course of 20 Spanish lessons per week, in groups of maximum 9 students, excursions and cultural visits and tours. ---- In accordance with iContracts #600009 signed 04/02/2024 ---- TA# 3QCD ----			

Purchaser: Nicole Ivancic

(936) 4684472

ADDITIONAL CHARGE:

Vendor ID: **20044048**

Collegiate Licensed:

DISCOUNT/TRADE-IN:

Req No: **R0079708**

Employee/Employee Relationship:

TOTAL: CONTINUED

Blanket Order:

Purchase Class: **Exempt per SFA Policy**

HUB Status:

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

150013-29131-772990	\$17,881.15
150013-29131-772990	\$33,207.85



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Item	Description	Quantity	Unit Cost	Total Cost
	Quantity and units shown are estimates for internal purposes only. Payment shall be made only for actual goods or services received.			
1	000P96178A TRAVEL AGENCY SERVICES Deposit (35% of program costs); Due 4/13/2024	17,881.15 SRV	1.0000	17,881.15
2	000P96178A TRAVEL AGENCY SERVICES Final payment (remainder of balance of program costs); Due 5/4/2024	33,207.85 SRV	1.0000	33,207.85

Purchaser: Nicole Ivancic (936) 4684472	ADDITIONAL CHARGE: .00
Vendor ID: 20044048 Collegiate Licensed:	DISCOUNT/TRADE-IN: .00
Req No: R0079708 Employee/Employee Relationship:	TOTAL: 51,089.00

Blanket Order: HUB Status: Purchase Class: **Exempt per SFA Policy**

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150013-29131-772990 \$17,881.15
150013-29131-772990 \$33,207.85