



Sales Tax Exemption

Prairie View A&M University is exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of the Prairie View A&M University.

The laws of the State of Texas shall govern this Purchase Order.

Member of the Texas A&M University System.

Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
Aug 21, 2026	AB1210664	0
Contact instructions for questions regarding this Purchase Order: If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.		
Buyer Contact:		
Buyer	Buyer Email	Buyer Phone Number
clwjr - Washington Jr., Charles	chlWASHINGTON@PVAMU.EDU	936.261.1902
Customer Contact:		
Name:	Bethany Burnett	
Email:	BBURNETT@PVAMU.EDU	
Phone:	+1 346-290-4016	

Order acceptance instructions:

Vendor guarantees that the products delivered or the services performed as a result of this Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by Prairie View A&M's Department of Procurement and Disbursement Services prior to shipping or performance. This Purchase Order is governed by the laws of the State of Texas and Prairie View A&M's Terms & Conditions, which are available online: <http://www.pvamu.edu/pdsv/wp-content/uploads/sites/88/PVAMU-Ts-Cs-FINAL.pdf>

Supplier Information		Delivery Information	
Supplier Name	FINNEY NIKKY	Delivery Address	
Address	516 CONGAREE AVE COLUMBIA, South Carolina 29205 United States	TAMUS Member:	05-Prairie View A&M University (05)
Phone	+1 859-559-7007	Attn:	Dr. E.J Thomas-Smith
FOB / FREIGHT	Destination	Office of Academic Affairs c/o Central Receiving Warehouse	
Pre-Pay & Add	No	Room	111 John. B Colman Library
Payment Terms	0, Net 30	1178 Reda Bland Evans St MS 1023 Prairie View, TX 77446 United States	
Contract Number - Header	C26-05-26951	Delivery Information	
Contract Number - Line	<i>no value</i>	Required Delivery Date	
Quote number		Ship Via	Best Carrier-Best Way

Notes to Supplier

PO Clauses

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
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Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 5	Writer-In-Residence 2026-2027 Deposit	N/A	EA	10,000.00 USD	1 EA	10,000.00 USD

2 of 5	Writer-In-Residence November 3-6 2026 Public Reading and Q&A with Audience on PVAMU Campus, Book Signing, Class Visit, Instruct Master Class. See itinerary for full activities.	N/A	EA	15,000.00 USD	1 EA	15,000.00 USD
3 of 5	Writer-In-Residence March 16-19 2027 Speech for Honors and Founders Day Convocation and Instruct Master Class. See itinerary for full activities.	N/A	EA	15,000.00 USD	1 EA	15,000.00 USD
4 of 5	Writer-In-Residence April 20-23 2027 Special Interest Meeting with Faculty, Writing Class with High School Students 9-12 Grade, Summary Interview with Students, and Instruct Master Class. See itinerary for full activities.	N/A	EA	15,000.00 USD	1 EA	15,000.00 USD
5 of 5	Travel and Meal Costs	N/A	EA	5,010.00 USD	1 EA	5,010.00 USD
Total				60,010.00 USD		

Billing Information

To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only if email is not an option then submit invoices to the billing address indicated in the "Billing Address" section. To inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail vendorhelp@tamu.edu.

Invoice must include the PO/Reference number shown above.

Billing Address

Prairie View A&M University-
Accounts Payable

Do Not Mail Invoices

Email invoices to Payables@pvamu.edu

P.O. Box 519

MS 1311

Prairie View, TX 77446-0519

United States