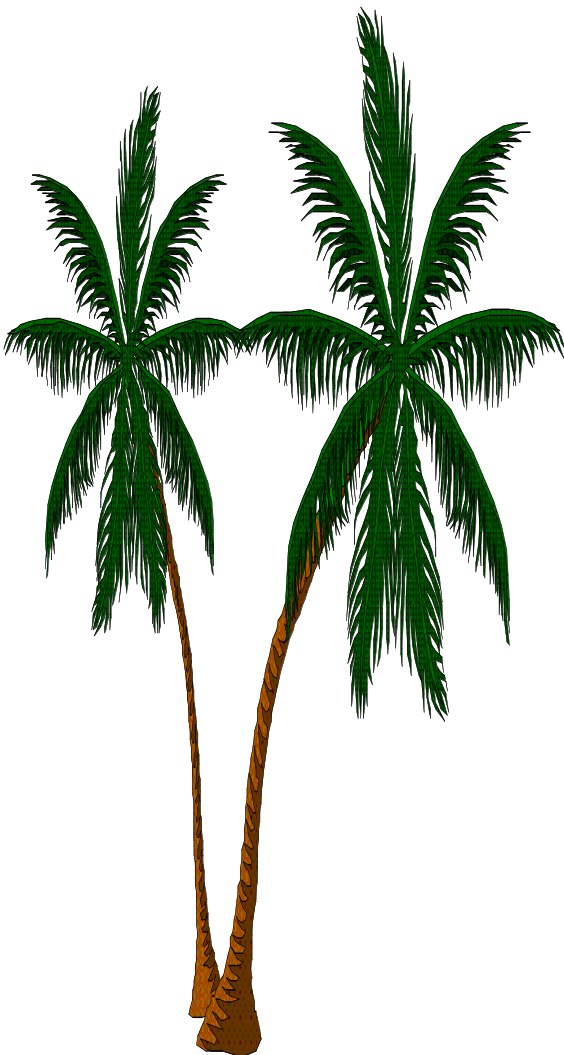


*Presents*

# TIMELINE 2021

**A PUBLIC EDUCATION PURCHASING SEMINAR**

**September 22, 23, 24, 2021**



*Designed for Public Education Purchasing Professionals with special emphasis on the latest developments that are essential in educational purchasing.*

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# Who should take this seminar and why . . . . .



This seminar is intended to highlight the latest developments that are essential in the purchasing management of public educational institutions. It is critical that purchasing officials in education institutions be abreast of the current popular purchasing methods, the new rules and regulations, and the methods of evaluations to handle the modern taxpayer's attitudes, particularly in mass media articles.

## CERTIFICATION

### Continuing Education Credit Hours:

- A. Participants who successfully complete this program will receive fifteen (15) hours of continuing education. They may be applied toward the **ISM C.P.S.M and/or A.P.P** program requirements. ISM's consent to provide a program number for this educational event is not an endorsement of this program or its content by ISM.
- B. **Texas State Board of Accountancy (CPA's):** Participants will earn 16 continuous professional education (CPE) hours, certified.
- C. **Texas Association of School Business Officials (TASBO)** - Certified TASBO member may qualify for continuous education credit for hours attended.
- D. This seminar's Continuing Education hours may also be applied to **CPPB** Certification Program, **NIGP** Certification Program and **TASBO** Certification Program.

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**Registration – September 22<sup>nd</sup> - 11:00a.m. - 1:00 p.m.**  
**September 22** 10:00 a.m. - 5:00 p.m. Program Schedule  
**September 23** 8:00 a.m. - 5:00 p.m. Program Schedule  
**September 24** 8:00 a.m. - 12:00 p.m. Program Schedule  
1:00 p.m. - 3:00 p.m. Group Sessions

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### TUITION AND FEES (A 16-hour course)

**\$350.00 Per Person**

\$325.00 Per Person for ISM, NIGP, TxPPA Members

\$325.00 Per Person for CPA's

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### FOR MORE INFORMATION, Please Call:

**Adrian Garcia** Ph. (956) 266-2606

E-Mail: [adrian@ismrgv.org](mailto:adrian@ismrgv.org)

**Melonie Perry** Ph. 1-512-483-7127

E-mail: [melonie.perry@tasb.org](mailto:melonie.perry@tasb.org)

This seminar is designed for purchasing agents, purchasing clerks, buyers, warehouse supervisors, directors of purchasing, business managers, accountants, food service directors and assistant superintendents for business. This program is applicable to all areas of the public education sector, including school districts, junior colleges, and colleges.

The seminar is divided into three sessions. There will be general sessions on Wednesday, September 22, and Friday, September 24. On Thursday, September 23, the participants will have the option of selecting the session of their choice.

## LOCATIONS & TRANSPORTATION

**September  
22<sup>nd</sup> • 23<sup>rd</sup> • 24<sup>th</sup>  
2021**

**Hilton Garden Inn Beach Resort  
(956) 761-8700  
South Padre Island, TX**

**Group No: ISM Timeline 2021**

### Call Local Phone Number ONLY for Reservations

**Avoid “Central Reservations” option when calling; you must speak to the front desk to make your reservation.**

All instructional sessions will be held at the Hilton Garden Inn Beach Resort at South Padre Island, Texas. Persons planning to attend should make guest room reservations with the Hilton Garden Inn Beach Resort. The Hilton Garden Inn has set aside a block of rooms at **\$96.00** for seminar participants.

Other host hotels, available are:

- **La Quinta Beach Front Resort**, Phone 1-956-772-7000 Group Code: ISM Timeline 2021 Room Rate: **\$96.00** per room  
Breakfast Buffet Included  
Please note: La Quinta is situated adjacent to the Hilton Garden Inn—it is next door just a few feet from each other.
- **The Courtyard by Marriott**, Phone 1-956-433-0590  
Group Code: ISM-RGV Room Rate: **\$96.00** per room, includes Hot Breakfast

**\*\*All rooms must be booked directly through hotel to receive discounted rate\*\***

**Airline Service** is available to the Rio Grande Valley/South Padre Island International Airport in Brownsville (United Airlines & American Airlines) and the RGV International Airport in Harlingen, Texas (Southwest Airlines and Others).

### Ground Transportation

- a. Valley Metro—Transportation from the Brownsville/South Padre Island International Airport to SPI **\$1.00 (one dollar) per one-way trip**. Call 1-800-574-8322 for more information.
- b. Valley Transit Company—Transportation from the Harlingen International Airport. Call for rates 1-866-934-6882. Lower rates are available for a group of two people or more.
- c. South Padre Shuttle—Service from Harlingen and South Padre Island. Call for rates at 1-877-774-0050.



Institute for Supply Management-Rio Grande Valley  
2108 Central Blvd  
Brownsville, Texas 78522  
Email: office@ismrgv.org

**INSTITUTE FOR SUPPLY MANAGEMENT**

**ISM—Rio Grande Valley, Inc.**

# TIMELINE 2021

**A PUBLIC EDUCATION PURCHASING SEMINAR**

## **REGISTRATION FORM**

(For additional registration just duplicate this form)

Please register me as a participant for the **TIMELINE 2021**, a Public Education Purchasing Seminar, to be held at the Hilton Garden Inn on South Padre Island on September 22, 23, 24, 2021. There will be General Sessions on Wednesday (*September 22*) from 1:00 p.m. to 5:00 p.m., special classes on Thursday (*September 23*) from 8:00 a.m. to 5:00 p.m. and general sessions on Friday (*September 24*) from 8:00 a.m. - 12:00 noon. There will be group sessions (*Optional*) on Friday (*September 24*) from 1:00 p.m. to 3:00 p.m.

Please select one:

- In-Person Registration, \$350.00
- Virtual Registration, \$350.00
- TASBO, NIGP, TxPPA Member \$325.00
- CPA \$325.00

I have enclosed a check payable to ISM-Rio Grande Valley or a Purchase Order, No: \_\_\_\_\_

or charge my card:  Visa/MasterCard/AX No. \_\_\_\_\_ Exp. Date \_\_\_\_\_

\_\_\_\_\_  
NAME

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
NAME OF COLLEGE/SCHOOL DISTRICT

\_\_\_\_\_  
PHONE NO.

\_\_\_\_\_  
FAX NO.

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
E-MAIL ADDRESS

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP CODE

**CANCELLATION POLICY:** Full refund if cancellation is made 5 days prior to seminar. **NO SHOWS WILL BE BILLED**

# Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See § specific instructions on page 3.	<p><b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <p><b>Institute of Supply Management-Rio Grande Valley, Inc.</b></p>	
	<p><b>2</b> Business name/disregarded entity name, if different from above</p> <p><b>ISM-Rio Grande Valley</b></p>	
	<p><b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC</p> <p><input checked="" type="checkbox"/> <b>C Corporation</b></p> <p><input type="checkbox"/> S Corporation</p> <p><input type="checkbox"/> Partnership</p> <p><input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p><b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p><b>5</b> Address (number, street, and apt. or suite no.) See instructions.</p> <p><b>2108 Central Blvd.</b></p>	<p>Requester's name and address (optional)</p>
	<p><b>6</b> City, state, and ZIP code</p> <p><b>Brownsville, TX 78520</b></p>	
	<p><b>7</b> List account number(s) here (optional)</p>	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>									
<b>OR</b>									
<b>Employer identification number</b>									
7	4	-	2	4	5	0	5	0	4

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	<p>Signature of U.S. person ▶ </p>	<p>Date ▶ <b>03/09/2021</b></p>
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## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*