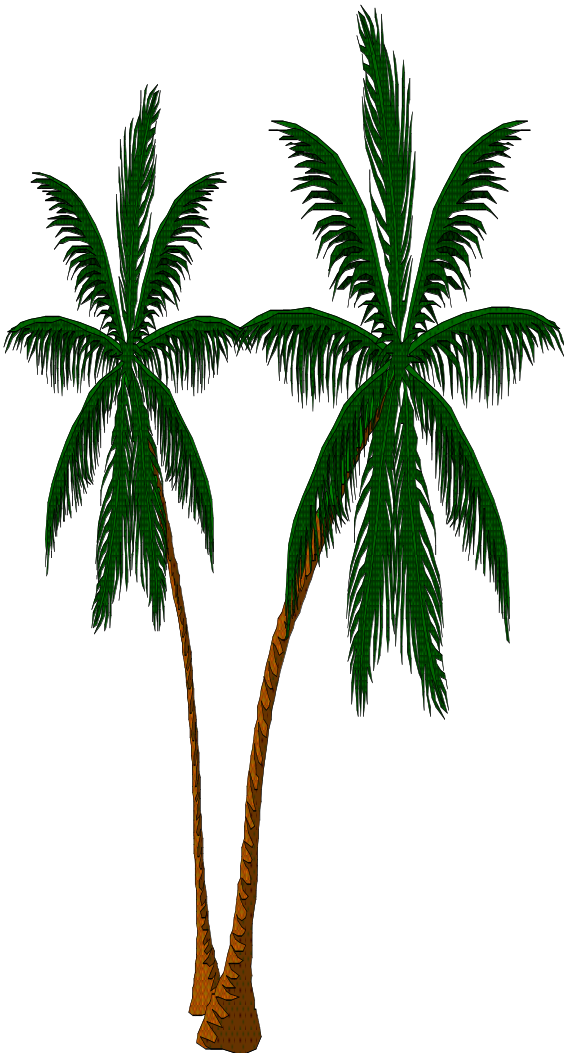


*Presents*

# TIMELINE 2023

**A PUBLIC EDUCATION PURCHASING SEMINAR**

**September 27, 28, 29, 2023**



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

*Contents:*

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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 our government institutions; be abreast of the current popular purchasing methods, the new rules and regulations, and the methods of evaluation to handle the modern taxpayer's attitudes, particularly in periods of economic skepticism. 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.

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.

This seminar is designed for purchasing agents, purchasing clerks, buyers, warehouse supervisors, directors of purchasing, business managers, accountants, food service directors, assistant superintendents for business, risk managers, elected officials, and anyone interested in learning more about the purchasing profession. The program is applicable to all areas of the public sector, including school districts, junior colleges, colleges, governmental funded non-profit corporations, and other agencies with public purchasing needs.

The seminar is divided into three sessions. There will be general sessions on Wednesday, September 27, and Friday, September 29. On Thursday, September 28, the participants will have the option of selecting the session of their choice.

## CERTIFICATION

### Continuing Education Credit Hours:

- A. Participants who successfully complete this program will receive sixteen (16) 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 27- 11:00a.m. - 1:00 p.m.

**September 27** 10:00 a.m. - 5:00 p.m. Program Schedule

**September 28** 8:00 a.m. - 5:00 p.m. Program Schedule

**September 29** 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)

**\$450.00 Per Person**

\$425.00 Per Person for ISM, NIGP, TxPPA Members

\$425.00 Per Person for CPA's

## LOCATIONS & TRANSPORTATION

**September  
27 • 28 • 29  
2023**

**Holiday Inn Beach Resort  
(956) 426-9066  
South Padre Island, TX**

### Group No: Timeline 2023

For Holiday Inn use the reservations link on our website or use Group Code: Summer Session 2023 when calling.

All instructional sessions will be held at the Holiday Inn Resort, South Padre Island, Texas. Persons planning to attend should make guest room reservations with the Holiday Inn Resort, the room rate is \$96.00

**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 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.

## FOR MORE INFORMATION

Visit our website at [www.ismrgv.org](http://www.ismrgv.org) or reach out to one of the following:

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

**Melonie Perry** Ph. 512-483-7127  
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 Email: office@ismrgv.org

**INSTITUTE FOR SUPPLY MANAGEMENT**

**ISM—Rio Grande Valley, Inc.**

# TIMELINE 2022

A PUBLIC EDUCATION PURCHASING SEMINAR

## REGISTRATION FORM

(For additional registration just duplicate this form)

Please register me as a participant for the **TIMELINE 2023**, a Public Education Purchasing Seminar, to be held at the Holiday Inn Beach Resort, South Padre Island on September 27, 28, 29, 2023. There will be General Sessions on Wednesday (*September 27*) from 1:00 p.m. to 5:00 p.m., special classes on Thursday (*September 28*) from 8:00 a.m. to 5:00 p.m. and general sessions on Friday (*September 29*) from 8:00 a.m. - 12:00 noon. There will be group sessions (*Optional*) on Friday (*September 29*) from 1:00 p.m. to 3:00 p.m.

Please select one:                   Registration Fee, \$450.00  
   TASBO, NIGP, TxPPA Member \$425.00  
   CPA \$425.00

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                 <input checked="" type="checkbox"/> C Corporation                 <input type="checkbox"/> S Corporation                 <input type="checkbox"/> Partnership                 <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>	Signature of U.S. person ▶	Date ▶ <b>01/01/2023</b>
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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.*