

SHIP TO

PLANNING DEPARTMENT
1110 WASHINGTON ST. SUITE 302
LAREDO, TX 78040

WEBB COUNTY

Purchasing Department



(956) 523-4125 * Fax (956) 523-5010

PO#

PURCHASE ORDER

NO. 2026-00002372

DATE 01/15/2026

VENDOR

29057

CITIBANK N.A.
PO BOX 78025
PHOENIX, AZ 85062-8025

BILL TO

BUSINESS OFFICE
1110 WASHINGTON ST. SUITE 203
LAREDO, TEXAS 78040

OR EMAIL INVOICES TO:
apinvoices@webbcountytx.gov

***Invoice must include the PO number**

QUANTITY	U/M	DESCRIPTION	UNIT COST	EXT. COST
1.0000	EA	Training and Education - TOWA 33RD ANN CONF. REF# 63103706 INTRO TO DESIGN EG 2007-7030-001-456205 (Training & Education) \$545.00	\$545.0000	\$545.00
1.0000	EA	Training and Education - TOWA 33RD ANN CONF. REF# 63103706 INTRO TO DESIGN SA 2007-7030-001-456205 (Training & Education) \$545.00	\$545.0000	\$545.00
			TOTAL COST	\$1,090.00

PAGE 1 OF 1

APPROVED BY
Jose A. Lopez III, Purchasing Agent

The Purchase Order Number must appear on all Invoices.

SPECIAL INSTRUCTIONS

Requisition List
Requisition - 2026-00002601

Approvals

3 Auditor's Office (1)



5 Buyer (1)



Remove Approval

Requisition Information

Department	Planning Department	Total Cost	\$1,090.00
Vendor	29057 - CITIBANK N.A.	Amount Encumbered	\$1,090.00
Status	Edit	Dates	
Contact Name	CITIBANK N.A.	G/L Date	01/14/2026
Purchasing Address	PO BOX 78025	Deliver by Date	
City	PHOENIX		
State	AZ		
Zip Code	85062-8025		
Email Address	sotx.comcards@citi.com		

Miscellaneous

Category	Standard
Requisition Form Type	STD
Bill To Location	BUSINESS OFFICE
Assigned to Buyer	
Description	TOWA Conference Expense March 2026
Resolution Number	
Message	

Detail

Status	Description	Quantity	Price Per Unit	U/M	Amount	UDF	Quotes	P.O.	B
+ Edit	Training and Education - TOWA 33RD ANN CONF. REF# 63103706 INTR	1.00	545.00	EA	\$545.00				
- Edit	Training and Education - TOWA 33RD ANN CONF. REF# 63103706 INTR	1.00	545.00	EA	\$545.00				
Amount		G/L Account		Project					
Equals...		Contains...		Contains...					
\$545.00		2007-7030-001-456205 - Training & Education							

Receipt

Reference Number	63103706
Registered At	1/14/26, 4:17 PM

Registrant Details

Full Name	Email Address	Registrant Type	Package	Total Charge
Ernesto Garza	ernesto@webbcountytx.gov (mailto:ernesto@webbcountytx.gov)	Attendee Registration	Design for OSSF: Intro to Design & Project Samples	\$545.00
Scott Avant	sgavant@webbcountytx.gov (mailto:sgavant@webbcountytx.gov)	Attendee Registration	Design for OSSF: Intro to Design & Project Samples	\$545.00

Selections

Selection	Quantity	Unit Price	Total
Attendee Registration	2	\$0.00	\$0.00
Design for OSSF: Intro to Design & Project Samples	2	\$545.00	\$1,090.00
Total			\$1,090.00

Billed To

Company	Webb County Planning
Full Name	Ernesto Garza
Line 1	1110 Washington St
Line 2	Suite 302
City	Laredo
State/Province/County	TX
Zip/Postal Code	78040
Country	United States
Email Address	ernesto@webbcountytx.gov (mailto:ernesto@webbcountytx.gov)

Transactions

Date	Transaction Type	Amount
January 14, 2026	Order Amount	\$1,090.00
January 14, 2026	Online Mastercard Payment (4817)	-\$1,090.00
Balance Due		\$0.00

**Credit card charges will be from Convention Strategy, Inc*