



Purchase Order

1 of 1

LYON HEALY HARPS, INC.

168 N. Ogden Ave

Chicago, IL 60607

PURCHASE ORDER NUMBER

P0099053

REQUISITION NUMBER

0105106

G/L ACCOUNT NUMBER

10-0155018-62-7

DATE

11/13/2020

ITEM	QUANTITY	UNIT	SHIPPED	DESCRIPTION	UNIT PRICE	EXTENSION
1	1	EA		Quote: 10/20/20 Style 85 CG Concert Grand Harp - Educational Discount of \$2250	22,500.000	20,250.00
2	1	EA		Quote: 10/20/20 Lyon & healy Pedal CG Harp Sales Kit (5 Year Warranty Card, Tuning Key, Cover & Quote: ALG Freight Fee	0.000	0.00
3	1	EA			268.000	268.00
4	1	EA		Quote: ALG Residential Fee	50.000	50.00
5	1	EA		Quote: Transit Insurance	135.000	135.00

To expedite payment, invoices should include WT Purchase Order No. & Federal Tax No. Contact bo@wtamu.edu for direct deposit.

TOTAL

20,703.00

Dept. Initiator: _____

Authorized by: *Elaine K Chew* 11-13-2020

BILLING ADDRESS:
PURCHASING DEPARTMENT
WTAMU 61001
CANYON, TEXAS 79016-0001
806.651.2105
FAX 806.651.2109

SHIPPING ADDRESS:
CENTRAL SUPPLY
2403 RUSSELL ONG BLVD.
CANYON, TEXAS 79015
806.651.2155
FAX 806.651.2156

Return This Copy To Purchasing Dept.

RECEIVING COPY

Date Received 12/14/20

Received By *Robert Hansen*

The dispute resolution process provided for in chapter 2260 of the Texas Government Code must be used by WTMAU and the contractor to attempt to resolve all disputes arising under this contract.

This purchase order agreement for goods and services incorporates by reference the equal employment opportunity clause provisions of Executive Order 11246, as amended; Section 5033 of the Rehabilitation Act of 1973, as amended; and the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended; and all implementing regulations and relevant orders of the U.S. Secretary of Labor.

TEXAS SALES AND USE TAX EXEMPTION CERTIFICATE

WEST TEXAS A&M UNIVERSITY
WTAMU BOX 61001
CANYON, TEXAS 79016-0001
806.651.2105 • 806.651.2109 FAX

I, the purchaser named above, claim an exemption from payment of sales and use taxes for the purchase of taxable items described below or on the attached order or invoice form:

Purchaser claims this exemption for the following reason:
Higher Education Agency of the State of Texas

I understand that I will be liable for payment of sales of use taxes which may become due for failure to comply with the provisions of the Tax Code: Limited Sales, Excise and Use Tax Act; Municipal Sales and Use Tax Act; County Health Services Sales and Use Tax; The Texas Health and Safety Code; Special Provisions Relating to Hospital Districts, Emergency Services Districts and Emergency Services Districts in counties with a population of 125,000 or less.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate and, depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.

Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

Vendor represents and warrants ("EIR Accessibility Warranty") that the electronic and information resources and all associated information, documentation, and support that it offers to provide to the Agency under this purchase order (collectively, the "EIRs") comply with the applicable requirements set forth in Title 1, Chapter 213 of the Texas Administrative Code and Title 1, Chapter 206, Rule 206.70 of the Texas Administrative Code (as authorized by Chapter 2054, Subchapter M of the Texas Government Code.) To the extent vendor becomes aware that the EIRs, or any portion thereof, do not comply with the EIR Accessibility Warranty, then vendor represents and warrants that it will, at no cost to Agency, either (1) perform all necessary remediation to make the EIRs satisfy the EIR Accessibility Warranty or (2) replace the EIRs with new EIRs that satisfy the EIR Accessibility Warranty. In the event that vendor is unable to do so, then the Agency may terminate this Agreement and vendor will refund to the Agency all amounts the Agency has paid under this purchase order within thirty (30) days after the termination date.



LYON & HEALY

Lyon & Healy Harps

168 N Ogden Avenue
Chicago IL 60607
USA

Invoice

WEST TEXAS A&M UNIVERSITY

Bill To Address

PURCHASING DEPARTMENT
WTAMU 61001
CANYON TX 79016-0001
USA
Att: CHRISTOPHER GARCIA

Ship To Address

WTAMU CENTRAL SUPPLY
2403 RUSSELL ONG BLVD
CANYON TX 79015
USA
Att: CHRISTOPHER GARCIA

Invoice No. 2381
Customer Number: C70100
Document Date: 11/25/2020
Payment Terms: Net 30
Due Date: 12/25/2020
Reference Number: P.O.# P0099053
Contact Person: CHRISTOPHER GARCIA
Salesperson: Steve Fritzmann
Sales Email: stevef@lyonhealy.com
Sales Phone: 312 226 2004
Shipping Type: Freight Prepaid
Page Number: 1 of 1

Item No.	Description	Quantity	Serial No.	Price	Discount %	Total \$
400085-300	STYLE 85 CG CONCERT GRAND HARP, EBONY FINISH	1.00	22141	22,500.00	10.00	20,250.00
600047-000	LYON & HEALY PEDAL CG HARP SALES KIT (5 Year Warranty Card, Tuning Key, Cover & Shipping Carton)	1.00		0.00		0.00

S.C. 12.18.2020 OK TO PAY

Subtotal	Additional Expense	Tax	Document total \$
20,250.00	453.00	0.00	20,693.00

Bank: Bank of America
100 West 33rd Street
New York, NY 10001 US

Account: 858000054237
Routing: 0260-0959-3
SWIFT/BIC: BOFAUS3N

Additional Expense	Amount
ALG Freight Fee	\$268.00
ALG Residential Fee	\$50.00
Transit Insurance	\$135.00
	\$453.00

Notes: Thank you in advance for your payment. Based On Sales Orders 1164. Based On Deliveries 672.

Down Payment Amount Applied: 0.00
Amount Paid: 0.00
Balance Due: 20,703.00



LYON & HEALY

Lyon & Healy Harps
168 N Ogden Avenue
Chicago IL 60607
USA

Pro Forma Invoice

Quotation Number: 562
Customer Number: C70100
Document Date: 10/20/2020

Valid Until: 11/20/2020

WEST TEXAS A&M UNIVERSITY

Bill To Address
SCHOOL OF MUSIC
2501 4TH AVE
CANYON TX 79016
USA
Att: CHRISTOPHER GARCIA

Ship To Address
WEST TEXAS A&M UNIVERSITY
SCHOOL OF MUSIC
2501 4TH AVE
CANYON TX 79016
USA

Contact Person: CHRISTOPHER GARCIA
Salesperson: Steve Fritzmann
Sales Email: stevef@lyonhealy.com
Sales Phone: 312 226 2004
Shipping Type: Freight Prepaid
Page Number: 1 of 1

Item No.	Description	Quantity	Serial No.	Price	Total \$
400085-100	STYLE 85 CG CONCERT GRAND HARP	1.00		22,500.00	22,500.00
600047-000	LYON & HEALY PEDAL CG HARP SALES KIT (5 Year Warranty Card, Tuning Key, Cover & Shipping Carton)	1.00		0.00	0.00
420000-000	LESS EDUCATIONAL DISCOUNT	-1.00		2,250.00	-2,250.00

Subtotal	Additional Expense	Tax	Document total \$
20,250.00	453.00	0.00	20,703.00

Bank: Bank of America
100 West 33rd Street
New York, NY 10001 US

Account: 858000054237
Routing: 0260-0959-3
SWIFT/BIC: BOFAUS3N

Additional Expense	Amount
ALG Freight Fee	\$268.00
ALG Residential Fee	\$50.00
Transit Insurance	\$135.00
	\$453.00

Notes:

Payment terms are paid in full or Net 30 days with a Purchase Order. Current delivery time is January 2021 for Natural finish. Mahogany or Ebony in stock.

Amount Paid: 0.00

Balance Due: 20,703.00

From: [Crocker, Steven](#)
To: ["adriana.flores@alamomusic.com"](mailto:adriana.flores@alamomusic.com)
Cc: [Garcia, Christopher R.](#)
Subject: FW: Bid requested, please
Date: Monday, October 26, 2020 1:58:51 PM

Hello!

I hope this message finds you well. West Texas A&M University would like to ask you to submit a bid for the following item:

Lyon and Healy Style 85 CG Concert Grand Harp, quantity 1 (one).
Unit was contain tuning key, cover, and shipping container.

Please include shipping costs with your bid. Please note: West Texas A&M University is a tax-exempt State agency.

Please respond no later than 5:00 P.M. on Tuesday, October 27, 2020.

Thank you.

Kindest regards,

Steven Crocker
Buyer III
Purchasing and Procurement
West Texas A&M University
806-651-2106
Lean Six Sigma Certified Green Belt
My Strengths are: Learner, Analytical, Intellection, Maximizer, Ideation

From: [Jason Buckingham](#)
To: [Crocker, Steven](#)
Cc: [Adriana Flores](#)
Subject: [EXTERNAL] WTAMU- Harp/ Alamo Music Center
Date: Wednesday, October 28, 2020 12:17:37 PM
Attachments: [AMCBID_001533.pdf](#)

Please consider this Alamo Music Center's official quote for the HARP that was requested. The quote is attached. If there is anything else you need from us please let me know.

--

Jason Buckingham
Institutional Bid Specialist
Alamo Music Center
210 538 9528
schoolbids@alamomusic.com
gsa@alamomusic.com

West Texas A&M- Harp Steven Crocker none given Canyon, TX , 79000 (806) 651-2106 scrocker@wtamu.edu		AMC BID #: 001533 Buyboard #539-17		Alamo Music Center Jason Buckingham 425 N Main Ave San Antonio, TX 78205 (210)-224-1010 schoolbids@alamomusic.com	
Line	Description		Qty		Our Bid
LINE 1	<u>Requested Item: Lyon and Healy Style 85 CG Concert Grand Harp, quantity 1 (one). Unit was contain tuning key, cover, and shipping container.</u>		1		\$ 22210.30
	Offered Item: Style82CG - STYLE 85 CG CONCERT GRAND HARP,MAHOGANY FINISH LYON & HEALY PEDAL CG HARP SALES KIT (5 Year Warranty Card, Tuning Key, Cover & Shipping Carton)				
PRODUCT SUBTOTAL					\$ 22210.30
TOTAL					\$ 22210.30

Q Search For Vendors

🔍 Search found 13 vendors , 5 are HUBs ,Includes 0 Inactive Vendors

Search Condition : SearchType=All Vendors,Section1 Class Code=580,Section1 Item(s)=(53),Section1 Service District(s)=(04),Section2 Class Code=580,Section2 Item(s)=(80),Section2 Service District(s)=(04)

Vendor ID	Company Name ↑	Contact Person	Mailing Address	City	State	Zip	Country	Email	Phone	Business Description	HUB Eligibility	HUB Gender	Small Business	CMBL Status	HUB Status
1741284994900	ALAMO MUSIC CENTER INC.	Adriana Linda Flores	425 N. MAIN	SAN ANTONIO	TX	78205-1415	USA	schoolbid@alamomusic.com	210-224-1010	Music stores (i.e., instrument), Musical Instrument and Supplies Stores and	HI	F	Yes	Inactive(E)	A-Active
1844774954200	BREEZYDAY LLC	ASHLEY BRYANT	4126 BACCARAT DR	GARLAND	TX	75043-6648	USA	ashley_bryant0416@gmail.com	214-927-8966	Purchase, supply, and transfer all good and services to clients			Yes	Active	Inactive(N)
1112774209300	KORG U.S.A., INC. - DBA/SOUNDTREE	Chris Kearney	316 S SERVICE RD	MELVILLE	NY	11747-3201	USA	chrisk@soundtree.com	631-390-6574	Musical instruments, music technology labs, audio visual equipment and supplies, digital pianos, keyboards, synthesizers			No	Active	Inactive(N)
1010905986400	SIMBA INDUSTRIES	Owner/Vickie Kasten	PO BOX 3141	GRAPEVINE	TX	76099-3141	USA	sales@simbaindustries.com	817-251-4800	Simba Industries is a Certified WBE who specializes in industrial supplies of all categories for Government entities. including elec, HVAC, mech, Safety, Watertreatment, Aviation (GSE), fire, police, health, electronics, plumbing, etc., and much more.	WO	F	Yes	Active	A-Active
1352023299500	SWEETWATER SOUND INC	Procurement Office	5501 US HIGHWAY 30 W	FORT WAYNE	IN	46818-8998	USA	procurement_office@sweetwater.com	260-432-8176	Retailer of music instruments and pro audio.			No	Active	Inactive(N)
1454866135500	TEE'S MUSIC HOUSE	Harold Tiemann	906 E RED RIVER	VICTORIA	TX	77901	USA	nt02@hotmail.com	361-575-0204	Musical instrument repair/sale			Yes	Active	Inactive(N)
1461789328500	TEXAS AVL LLC	Matthew Bryan	6402 N BARTLETT AVE STE 1	LAREDO	TX	78041-6453	USA	brittnie@texasavl.com	956-324-7571	Rental of audio, visual and lighting systems and productions of audio, visual and lighting systems for events	HI	M	Yes	Active	A-Active
1742996314700	THE MARIACHI CONNECTION, INC	Josie G Benavidez	2106 W COMMERCE ST	SAN ANTONIO	TX	78207-3826	USA	josie_benavidez@yahoo.com	210-271-3655	Musical Instruments and Uniforms			Yes	Active	Inactive(N)
1272486931300	VIDEO TRANSFER & DJ MUSIC SOUNDS	OWNER/KEN ROBINSON	PO BOX 1807	DESOTO	TX	75123-1807	USA	FIRSTKENKING@CS.COM	469-222-6659	PLAY A VARIETY OF MUSIC FOR COMPANY, CITY, AND STATE EVENTS, MEETINGS, PARTIES, WEDDINGS, REUNIONS, ETC. TRANSFER AUDIO/VIDEO/OBSOLETE DATA, PICTURES TO NEW MEDIA FORMATS.	BL	M	Yes	Active	A-Active
1941647336100	WALKENHORSTS	Shari Erickson	445 INGENUITY AVENUE	SPARKS	NV	89441	USA	shari@walkenhorsts.com	707-261-4093	General sales both retail and wholesale to correctional and state institutions			No	Active	Inactive(N)

Vendor ID	Company Name ↑	Contact Person	Mailing Address	City	State	Zip	Country	Email	Phone	Business Description	HUB Eligibility	HUB Gender	Small Business	CMBL Status	HUB Status
1530259612500	WASHINGTON MUSIC SALES CENTER, INC.	MELODY O'NEIL	11151 VEIRS MILL ROAD	WHEATON	MD	20902	USA	bids@chucklevins.com	301-946-8808	Retailer of musical instruments and accessories, sheet music, theatrical equipment, sound equipment, etc.etc.			Yes	Active	Inactive(N)
1472835624800	WINN INNOVATIONS, LLC	Chad Fields	PO BOX 383227	DUNCANVILLE	TX	75138-3227	USA	info@winninnovations.com	214-676-8330	Educational supplies, software, and services			Yes	Active	Inactive(N)
1814461148200	XYPLES, LLC	Tochukwu Okonkwor	7600 CHEVY CHASE DR SUITE 300	AUSTIN	TX	78752-1581	USA	tokonkwor@xyples.com	404-488-8811	We are a Small Business that has past experience of supplying IT and Non-IT product, services, and installation to the Federal, State, City, and County Governments.	BL	M	Yes	Active	A-Active

From: [Garcia, Christopher R.](#)
To: [Crocker, Steven](#)
Subject: Harp Purchase
Date: Monday, October 26, 2020 12:37:38 PM
Attachments: [PI562 West Texas A&M University.pdf](#)

Hello Steven,

I reached out to three different vendors for quotes on a new harp and two of them don't sell harps. They were listed on the manufacture's website as vendors but they let me know they don't deal in harps. So I only have one quote from the manufacturer themselves. Is that enough to move forward or do I need to attempt to get quotes from other places?

Thanks,

Christopher Garcia, MM
Administrative Associate V
School of Music
West Texas A&M University
Phone: (806) 651-2840

From: [Garcia, Christopher R.](#)
To: [Crocker, Steven](#)
Subject: FW: [EXTERNAL] [Brook Mays] Re: West Texas A&M University Harp Quote
Date: Monday, November 9, 2020 11:16:23 AM

From: Denis Campos (Support) <orders@brookmays.com>
Sent: Monday, October 19, 2020 3:50 PM
To: Garcia, Christopher R. <crgarcia@wtamu.edu>
Subject: [EXTERNAL] [Brook Mays] Re: West Texas A&M University Harp Quote

##- Please type your reply above this line -##

Your request (107878) has been updated. To add additional comments, reply to this email.



Denis Campos (Brook Mays)

Oct 19, 2020, 15:50 GMT-5

Hello Christopher R,

Thank you for your inquiry. Unfortunately we do not sell harps.

Please let me know if I can answer any other questions for you.

Thank you for your business,

The Brook Mays Team
1.800.637.8966
Orders@BrookMays.com

UniversalMelody Services
BrookMays Music Team
8605 John Carpenter Freeway
Dallas, TX 75247
800.637.8966



Garcia, Christopher R

Oct 19, 2020, 14:20 GMT-5

Hello,

I am contacting you from the School of Music at West Texas A&M University in Canyon, TX. We are looking to purchase a new harp for our program and are reaching out to vendors to obtain quotes. We are looking to purchase a Lyon & Healy Style 85 CG Concert Grand Pedal Harp. Natural would be the preferred finish but we are not picky when it comes to that. WTAMU is a Tax Exempt institution and I have attached a tax exemption form for you as well. If you could get us a quote (preferably with an estimate of any additional shipping charges) we will put your company in consideration for purchase.

Thank you very much for your time and help,

Christopher Garcia, MM
Administrative Associate V
School of Music
West Texas A&M University
Phone: (806) 651-2840

Attachment(s)

[tax bm.pdf](#)

From: [Garcia, Christopher R.](#)
To: [Crocker, Steven](#)
Subject: FW: West Texas A&M University Harp Quote
Date: Monday, November 9, 2020 11:12:03 AM
Attachments: [tax lh.pdf](#)

From: Garcia, Christopher R.
Sent: Monday, October 19, 2020 2:19 PM
To: 'sales@lyonhealy.com' <sales@lyonhealy.com>
Subject: West Texas A&M University Harp Quote

Hello,

I am contacting you from the School of Music at West Texas A&M University in Canyon, TX. We are looking to purchase a new harp for our program and are reaching out to vendors to obtain quotes. We are looking to purchase a **Lyon & Healy Style 85 CG Concert Grand Pedal Harp.** Natural would be the preferred finish but we are not picky when it comes to that. WTAMU is a Tax Exempt institution and I have attached a tax exemption form for you as well. If you could get us a quote (preferably with an estimate of any additional shipping charges) we will put your company in consideration for purchase.

Thank you very much for you time and help,

Christopher Garcia, MM
Administrative Associate V
School of Music
West Texas A&M University
Phone: (806) 651-2840

From: [Garcia, Christopher R.](#)
To: [Crocker, Steven](#)
Subject: FW: West Texas A&M University Harp Quote
Date: Monday, November 9, 2020 11:11:56 AM
Attachments: [tax mtm.pdf](#)

From: Garcia, Christopher R.
Sent: Monday, October 19, 2020 2:20 PM
To: 'info@melodystraditionalmusic.com' <info@melodystraditionalmusic.com>
Subject: West Texas A&M University Harp Quote

Hello,

I am contacting you from the School of Music at West Texas A&M University in Canyon, TX. We are looking to purchase a new harp for our program and are reaching out to vendors to obtain quotes. We are looking to purchase a **Lyon & Healy Style 85 CG Concert Grand Pedal Harp**. Natural would be the preferred finish but we are not picky when it comes to that. WTAMU is a Tax Exempt institution and I have attached a tax exemption form for you as well. If you could get us a quote (preferably with an estimate of any additional shipping charges) we will put your company in consideration for purchase.

Thank you very much for you time and help,

Christopher Garcia, MM
Administrative Associate V
School of Music
West Texas A&M University
Phone: (806) 651-2840

From: [Garcia, Christopher R.](#)
To: [Crocker, Steven](#)
Subject: FW: West Texas A&M University Harp Quote
Date: Monday, November 9, 2020 11:11:50 AM
Attachments: [tax bm.pdf](#)

From: Garcia, Christopher R.
Sent: Monday, October 19, 2020 2:19 PM
To: 'orders@brookmays.com' <orders@brookmays.com>
Subject: West Texas A&M University Harp Quote

Hello,

I am contacting you from the School of Music at West Texas A&M University in Canyon, TX. We are looking to purchase a new harp for our program and are reaching out to vendors to obtain quotes. We are looking to purchase a **Lyon & Healy Style 85 CG Concert Grand Pedal Harp.** Natural would be the preferred finish but we are not picky when it comes to that. WTAMU is a Tax Exempt institution and I have attached a tax exemption form for you as well. If you could get us a quote (preferably with an estimate of any additional shipping charges) we will put your company in consideration for purchase.

Thank you very much for you time and help,

Christopher Garcia, MM
Administrative Associate V
School of Music
West Texas A&M University
Phone: (806) 651-2840



LYON & HEALY

Lyon & Healy Harps

168 N Ogden Avenue
Chicago IL 60607
USA

Pro Forma Invoice

Quotation Number: 562
Customer Number: C70100
Document Date: 10/20/2020

Valid Until: 11/20/2020

WEST TEXAS A&M UNIVERSITY

Bill To Address

SCHOOL OF MUSIC
2501 4TH AVE
CANYON TX 79016
USA
Att: CHRISTOPHER GARCIA

Ship To Address

WEST TEXAS A&M UNIVERSITY
SCHOOL OF MUSIC
2501 4TH AVE
CANYON TX 79016
USA

Contact Person: CHRISTOPHER GARCIA
Salesperson: Steve Fritzmann
Sales Email: stevef@lyonhealy.com
Sales Phone: 312 226 2004
Shipping Type: Freight Prepaid
Page Number: 1 of 1

Item No.	Description	Quantity	Serial No.	Price	Total \$
400085-100	STYLE 85 CG CONCERT GRAND HARP	1.00		22,500.00	22,500.00
600047-000	LYON & HEALY PEDAL CG HARP SALES KIT (5 Year Warranty Card, Tuning Key, Cover & Shipping Carton)	1.00		0.00	0.00
420000-000	LESS EDUCATIONAL DISCOUNT	-1.00		2,250.00	-2,250.00

Subtotal	Additional Expense	Tax	Document total \$
20,250.00	453.00	0.00	20,703.00

Bank: Bank of America
100 West 33rd Street
New York, NY 10001 US

Account: 858000054237
Routing: 0260-0959-3
SWIFT/BIC: BOFAUS3N

Additional Expense	Amount
ALG Freight Fee	\$268.00
ALG Residential Fee	\$50.00
Transit Insurance	\$135.00
	\$453.00

Notes:

Payment terms are paid in full or Net 30 days with a Purchase Order. Current delivery time is January 2021 for Natural finish. Mahogany or Ebony in stock.

Amount Paid: 0.00
Balance Due: 20,703.00

From: [Steve Fritzmann](#)
To: [Crocker, Steven](#)
Subject: [External] Re: Harp Receiving
Date: Friday, December 18, 2020 11:27:22 AM
Attachments: [IN2381 WTAMU.pdf](#)

Hi Mr. Crocker - Please find attached the invoice for the harp purchase. I believe this was emailed already but it must have not gone to your account payables. Our apologies.

Thank you in advance for your payment.

Happy Holidays!

Stephen Fritzmann
National Sales Manager

LYON & HEALY HARPS

P: +1.312.786.1881 X304

Direct: +1.312.226.2004

TFP: 1.800.621.3881 X304

F: +1.312.421.1650

www.lyonhealy.com

www.harp.com

Like us on Facebook www.facebook.com/lyonhealyharps

The information transmitted (including attachments) is covered by the Electronic Communications Privacy Act, 18 U.S.C. 2510-2521, is intended only for the person(s) or entity/entities to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient(s) is prohibited. If you received this in error, please contact the sender and delete the material from any computer.

HARPMAKERS TO THE WORLD SINCE 1889

From: Crocker, Steven <scrocker@wtamu.edu>
Sent: Friday, December 18, 2020 10:43 AM
To: Steve Fritzmann <SteveF@lyonhealy.com>
Subject: FW: Harp Receiving

Good morning, Mr. Fritzmann.

I hope your day is going well. Will you please send me the invoice for PO99053? Thank you.

Kindest regards,

Steven Crocker
Buyer III
Purchasing and Procurement
West Texas A&M University

806-651-2106

Lean Six Sigma Certified Green Belt

My Strengths are: Learner, Analytical, Intellection, Maximizer, Ideation

From: Garcia, Christopher R. <crgarcia@wtamu.edu>

Sent: Wednesday, December 16, 2020 11:30 AM

To: Purchasing <purchasing@wtamu.edu>

Subject: Harp Receiving

Hello,

Here is the receiving report for the harp the SOM purchased. The harp resides in MMNH 239. When you put the inventory tag on the instrument, please put it just above the serial number in the open space not blocked by strings. You can find the serial number on the top side of the instrument.

Thanks,

Christopher Garcia

From: Hansen, Robert

Sent: Tuesday, December 15, 2020 4:58 PM

To: Garcia, Christopher R.

Subject: Re: Opera Costume rental

Robert Hansen, DMA
Regents Professor
Director, School of Music

SOM_email



From: Garcia, Christopher R.

Sent: Tuesday, December 15, 2020 2:11:07 PM

To: Hansen, Robert

Subject: Opera Costume rental

Will you sign this and send it back to me?

Thanks,

Chris