



Texas Dept of Motor Vehicles
Purchase Order # 60800 0000001567

Payment Terms: NET30 Freight Terms: FOB Destination Ship Via: NA PCC: 0 Date: 09/08/15 PO Method: IA Dispatch: Dispatch Via Print Rev Dt:

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS ARE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: THE UNIVERSITY OF TEXAS AT AUSTIN
GOVERNORS CENTER FOR MANAGEMENT DEVELOPMENT
LBJ SCHOOL OF PUBLIC AFFAIRS
3001 LAKE AUSTIN BLVD STE 3306
AUSTIN TX 787034205
United States

Ship To: IP00
4000 Jackson Avenue
Austin TX 78731
United States

Vendor ID: 1746000203

Purchaser: Rhonda Gips
Phone: 512/465-4199
Fax: 512/465-5641
Email: Rhonda.Gips@txdmv.gov

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Fax:
Email: DMV\_FIN-INVOICES@TxDMV.gov

PO Information:

Interagency Agreement Contract Act

TX Gov Code, Title 7, Chapter 771

Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes shall be in the scope of original work. No verbal change orders shall be permitted. All change orders must be in writing with a Purchase Order Change Notice (POCN) issued by TxDMV Purchasing Section.

Payment:

Payment will be made in accordance with the Texas Prompt Payment Act, TGC, Subtitle F, Chapter 2251. Vendor shall submit one copy of a correct itemized invoice showing the purchase order number, payee ID., remit to address, and phone number on invoice. Vendors may submit an electronic invoice. All electronic invoices shall be sent to DMV\_FIN-INVOICES@TxDMV.gov (note: There is an underscore "\_" between DMV and FIN). All invoices received at the email address will be filed for future reference and you will receive a receipt confirmation email. To avoid the confusion of duplicate invoices, please do not send other copies of this invoice via regular mail, fax or other means. On emails for electronic invoices, include the company name (as it appears on the invoice) and the purchase order number in the subject line to assist in identifying and processing your invoices in a timely manner. TxDMV will not incur any penalty for late payment if payment is made in 30 days or less from receipt of goods or services and a correct invoice, whichever is later.

Note: Warrants will not be issued to a vendor without a current Texas Identification Number.

TxDmv Contact: Stacey Steenken 512-302-2380 or Stacy.Steenken@TxDMV.gov

Vendor Contact: 512-475-8100

Authorized Signature

Rhonda Gips, crm

09/08/2015



Texas Dept of Motor Vehicles  
Purchase Order # 60800 0000001567

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Registration Fees for Governor's Executive Development Program Class XXXIV 2015 Week 1: 9/13-18/15 Week 2: 10/18-22/15 Week 3: 11/30-12/3/15 Attendee: Shelly Mellott	924/25	1.0000	UNT	4900.00000	4900.00	09/13/2015
						Schedule Total	4900.00
						ReqID:	0000001673
Invoice: 6947 (amount due by 9/13/15)						Item Total for Line # 1	4900.00

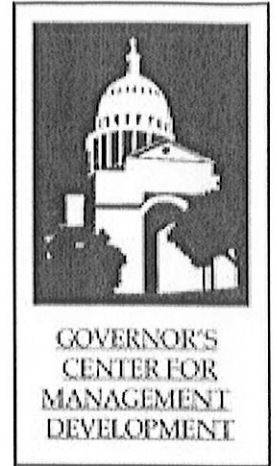
Total PO Amount 4900.00

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to Shipment.

**Terms and Conditions:**  
Texas Department of Motor Vehicles Standard Terms and Conditions can be found at: <http://www.txdmv.gov/contractors-vendors>

Authorized Signature  
*Rhonda Lipscomb*  
09/08/2015

# INVOICE



Invoice Number: 6947

Date of Invoice: 7/16/2015

Shelly Mellott  
Deputy Executive Director  
Texas Department of Motor Vehicles  
4000 Jackson Ave  
Austin, TX 78731

## SEMINAR

GOVERNOR'S EXECUTIVE DEVELOPMENT  
PROGRAM CLASS XXXIV 2015

## DATES OF SEMINAR

THREE-WEEK EXECUTIVE PROGRAM:

Week 1: September 13-18, 2015

Week 2: October 18-22, 2015

Week 3: November 30-December 3,

Registrant: Shelly Mellott

PO Number:

Balance Due: \$4900.00

Amount due <b>if paid by</b>	September 13, 2015	\$4,900.00
Amount due <b>if paid after</b>	September 13, 2015	\$5,400.00

Please make check payable to:  
*"The Governor's Center for Management Development"*

Return to:

**Governor's Center for Management Development**  
3001 Lake Austin Boulevard, Suite 3.306  
Austin, Texas 78703-4204

**State Vendor Identification Number: 37217217217080**  
**Federal Tax ID Number: 746000203**

If you have any questions, please contact our office at (512) 475-8100.



TEXAS DEPARTMENT OF MOTOR VEHICLES  
Requisition

Page: 1 of 1  
Run Date: 9/8/2015  
Run Time: 02:06:18 PM  
Report ID: TXCPO002X

Business Unit 60800      Origin EXE      Requestor Stacy Steenken      BCM Status Prov Valid  
Requisition ID 0000001673      Status Pending Approval      Requestor Phone      Req Approval Date  
Requisition Date 09/03/2015      Description GEDP 2015 Mellott

**HEADER COMMENTS:**

Early Registration if amount paid before 9/13/15 \$4,900.00. Invoice #6947 attached

Governor's Center for Management Development  
3001 Lake Austin Boulevard, Suite 3:306  
Austin, Texas 78703-4204  
State Vendor Identification Number: 37217217217080  
Federal Tax ID Number: 746000203

0000001567

Line	Description	UOM	Qty	Price	Amount	Line Status
1	Registration Fees for Governor's Executive Development Program Class XXXIV 2015 - Shelly Mellott	UNT	4900	1.00	4,900.00	Pending

Vendor ID    Vendor Loc    Vendor Name    Class 963    Item    Buyer Rhonda Gips

Schedule 1    Schedule Amount 4,900.00

Dist Ln	Account	Fund	Dept ID	Program	PCA	Appn. Yr.	Agy CF1	Agy CF2	Amount	Location
1	720300	0001	200001		39101	2016			4,900.00	Executive Management

Line Nbr    Comments

Total Requisition: \$4,900.00