



Texas Dept of Motor Vehicles
Purchase Order # 60800 0000001677

Payment Terms: NET30 Freight Terms: FOB Destination Ship Via: US Mail PCC: 0 Date: 09/25/15 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: OFFICE OF THE ATTORNEY GENERAL
CONFERENCE UNIT 027
PO BOX 12548
AUSTIN TX 787112548
United States

Ship To: 1P00
4000 Jackson Avenue
Austin TX 78731
United States

Vendor ID: 3302302302

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:

RTI #: 800262

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: Diane Emrick-Dodson - 512-465-4048 or Diane.EmrickDodson@TxDMV.gov

Vendor Contact: Leti Benavides - Leti.Benavides@texasattorneygeneral.gov

Authorized Signature

Rhonda Gips, crm

10/05/2015



Texas Dept of Motor Vehicles
Purchase Order # 60800 0000001677

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
----------	------------------	------------	----------	-----	------------	--------------	----------

1- 1	Attorney General Open Government Conference Date: Dec. 8-10, 2015 Attendee: Michael Brooks (Invoice #: 966-18671) Nora Torres (Invoice #: 966-18745)	963/37	2.0000	EA	175.00000	350.00	10/30/2015
						Schedule Total	<input type="text" value="350.00"/>
				ReqID:	0000001713		
<p>Cancellation Policy: Cancellations must be in writing via email to kathy.ingram@texasattorneygeneral.gov no later than 5:00 pm on 12/01/15 for participants to have their registration fee refunded. All "no shows" will be billed the entire registration fee.</p>							
						Item Total for Line # 1	<input type="text" value="350.00"/>

Total PO Amount

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
 10/05/2015

**2015 Open Government Conference
Invoice #966-18671**

A copy of this invoice has been emailed to you. **Please print and mail in this form and reference Invoice #966-18671 when making your payment.** You may pay by check or money order. Cash and credit card payments are not accepted.

Description	Date	Amount
Registered: Michael Brooks	09/30/2015	175.00
Total Due		175.00

Remit Payment To:

The Office of the Attorney General
Conference Unit, MC-027
P. O. Box 12548
Austin, TX 78711-2548
Federal Tax ID No. 74-60000057

State Agencies Paying by ITV:

If you are with a state agency paying by ITV, please indicate RTI #800262

Our vendor ID# is 33023023022018. Please reference Invoice #966-18671 and your last name in the "Invoice Number" field of your ITV payment.

Cancellation Policy:

Cancellations must be in writing via email to kathy.ingram@texasattorneygeneral.gov no later than 5:00 pm on 12/01/2015 for participants to have their registration fee refunded. All "No shows" will be billed the entire registration fee.

Contact for More Information:

Office of the Attorney General's Conference Unit (512) 475-4762

www.texasattorneygeneral.gov | [Accessibility Policy](#) | [Privacy and Security](#) | [Site Policy](#)

**2015 Open Government Conference
Invoice #966-18745**

A copy of this invoice has been emailed to you. Please print and mail in this form and reference Invoice #966-18745 when making your payment. You may pay by check or money order. Cash and credit card payments are not accepted.

Description	Date	Amount
Registered: Nora Torres	10/05/2015	175.00
Total Due		175.00

Remit Payment To:

The Office of the Attorney General
Conference Unit, MC-027
P. O. Box 12548
Austin, TX 78711-2548
Federal Tax ID No. 74-60000057

State Agencies Paying by ITV:

If you are with a state agency paying by ITV, please indicate RTI #800262

Our vendor ID# is 33023023022018. Please reference Invoice #966-18745 and your last name in the "Invoice Number" field of your ITV payment.

Cancellation Policy:

Cancellations must be in writing via email to kathy.ingram@texasattorneygeneral.gov no later than 5:00 pm on 12/01/2015 for participants to have their registration fee refunded. All "No shows" will be billed the entire registration fee.

Contact for More Information:

Office of the Attorney General's Conference Unit (512) 475-4762

www.texasattorneygeneral.gov | [Accessibility Policy](#) | [Privacy and Security](#) | [Site Policy](#)

Business Unit 60800 **Origin** VTR **Requestor** Diane Emrick-Dodson **BCM Status** Valid
Requisition ID 0000001713 **Status** Approved **Requestor Phone** **Req Approval Date** 09/10/2015
Requisition Date 09/10/2015 **Description** AG Open Government Conference

HEADER COMMENTS:

AG Open Government Conference Dec. 8-10, 2015 ∩ On-line registration - https://www.texasattorneygeneral.gov/conferences/2015_OpenGov/registration/NIGP ∩ 924 ∩ Cost per attendee \$175.00 ∩ Quantity 2 ∩ Nora Torres and Michael Brooks ∩ Conference dates: December 8 -10, 2015- Conference registration forms attached.

VTR - BRS processes over 1,100 Open Records Requests annually. Staff needs to be provided the training to proper comply with state and federal regulations when responding to requests. Attendees have not had this training.

0000001713

Line	Description	UOM	Qty	Price	Amount	Line Status
1	AG Open Government Conference	EA	2	175.00	350.00	Approved

Vendor ID **Vendor Loc** **Vendor Name** **Class** 924 **Item** **Buyer** Rhonda Gips

Schedule 1 Schedule Amount 350.00

Dist Ln	Account	Fund	Dept ID	Program	PCA	Appn. Yr.	Agy CF1	Agy CF2	Amount	Location
1	720300	0001	450001		31101	2016			350.00	Vehicle Titles and Regist Div

Line Nbr 1 **Comments**
 <<AG Open Government Conference Dec. 8-10, 2015 ∩ On-line registration - https://www.texasattorneygeneral.gov/conferences/2015_OpenGov/registration/NIGP ∩ 924 ∩ Cost per attendee \$175.00 ∩ Quantity 2 ∩ Nora Torres and Michael Brooks ∩ Conference dates: December 8 -10, 2015- Conference registration forms attached.>>

Total Requisition: \$350.00

9-25-15

Spoke w/ Nora - hold off on signing her up
 She may not be able to attend.
 yg

9-30-15

Left a message for Kathya @ AG's office.
 Can we do a substitute or sign up a TBD
 yg