



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000005423

Payment Terms: NET30 Freight Terms: FOB Destination Ship Via: VNDR PCC: A Date: 05/30/18 PO Method: AT Dispatch: Dispatch Via Print Rev Dt:

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

Vendor: NEOPOST USA INC  
DEPT 3689  
PO BOX 123689  
DALLAS TX 75312-3689  
United States

Ship To: 1P25 - Wichita Falls  
1601-A Southwest Parkway  
Wichita Falls TX 76302  
United States

Vendor ID: 1942388882 5

Bill To: 4000 Jackson Avenue  
Austin TX 78731  
United States

Purchaser: Monica C Hernandez  
Phone:  
Fax:  
Email: Monica.Hernandez@txdmv.gov

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

PO Information:

Change Orders:

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, which-ever is later.

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

Quantity(ies):

Quantities are estimated: TxDMV does not guarantee to purchase any minimum or maximum quantity. TxDMV reserves the right to increase or decrease the quantity(ies) of the purchase order at the same original terms and conditions. The vendor will be notified in writing by purchase order change notice of any requirements for any increased or decreased quantity(ies).

TxSmartBuy Purchase Order #18140121

Authorized Signature

05/30/2018



Texas Department of Motor Vehicles  
Business Unit # 60800  
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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Envelope Moistener Dabber with Adhesive - 50ml- DABNSEAL	600/80	24.0000	EA	\$6.00000	\$144.00	06/14/2018
						Schedule Total	\$144.00
				ReqID:			
				0000006179			
Lori Stovall (940) 235-4816						Item Total for Line # 1	\$144.00

Total PO Amount \$144.00

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

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

Authorized Signature

*Monica C. Hernandez* 05/30/2018



# Purchase Order

## PO No. 18140121

Order Date: 5/30/2018

Internal Tracking No.: 60800 000005423

**Contractor Info**

Neopost USA, Inc.  
1942388825  
478 Wheelers Farms Road  
Milford, CT 6461

(972) 277-6723

**Bill To**

4000 JACKSON AVENUE  
AUSTIN TX 78731

**Ship To**

Texas Department Of Motor Vehicles - 608  
1601-A SOUTHWEST PARKWAY  
WICHITA FALLS TX 76302

**NOTE TO CONTRACTOR:** Requestor: Lori Stovall

Lori.Stovall@txdmv.gov

(940) 235-4816

**Disclaimer**

The State of Texas is exempt from all Federal Excise Taxes except as noted in each contract.

**STATE AND CITY SALES TAX EXEMPTION CERTIFICATE:**

The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309(4), for purchase of tangible personal property described in this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas, or a Texas County, City, Special District, or Other Political Subdivision.

*Dee Dorsey*

**TEXAS COMPTROLLER OF PUBLIC ACCOUNTS - CTPM**

Agency	Purchaser	Email	Phone
Texas Department Of Motor Vehicles - 608	MONICA HERNANDEZ	<a href="mailto:monica.hernandez@txdmv.gov">monica.hernandez@txdmv.gov</a>	

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	60080	60080561510	Envelope Moistener Dabber with Adhesive - 50ml-DABNSEAL Contract: 985-L1 Contract Type: Term Delivery ARO (days): 15 Delivery Date: 6/14/2018	24	ECH	6.00	\$144.00

**Total \$144.00**