



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000005865

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **NA** PCC: **E** Date: **08/27/18** PO Method: **DG** Dispatch: **Dispatch** Rev Dt: **Via Print**

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

Vendor: CROSSWORD TRANSLATION-WOKO ENTERPRISES
 1530 AVENUE C
 Katy TX 77493-1904
 United States

Ship To: SEEBELOW - See Below for Shipping
 See Below for Delivery Information
 TX
 United States

Vendor ID: 1760530968 5

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Paula A Ramsey
Phone: 512/465-4193
Fax: 512/465-5641
Email: Paula.Ramsey@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.

TxDMV Contact:

Edward Sandoval - 512-701-0448 or Edward.Sandoval@TxDMV.gov

Vendor Contact:

Darren Worrell - 281-391-3534 or language@crosswordtranslation.com

Authorized Signature

Paula Ramsey, CTM, CTM

08/27/2018



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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1- 1	Spanish to English Interpreter Services - Pharr (18-0185758 - Garza). September 12, 2018 @ 9:00 am. Not to exceed \$500.00.	961/46	500.0000	UNT	\$1.00000	\$500.00	09/12/2018
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Schedule Total

ReqID:
0000006634

Location:
Texas Department of Transportation
District Office
600 West Expressway 83
Pharr, TX 78577

One certified Spanish to English interpreter for a hearing on the merits currently scheduled to be held on September 12, 2018 at 9:00 a.m. at the Texas Department. of Transportation in Pharr, TX. Please see Order No. 2 attached issued by the Hearings Examiner, Edward Sandoval, cell number (512) 701-0448, for more information.

Quoted Price: \$130.00 per hour with a two (2) hour minimum. Cost is rounded up past the hour; plus parking (if applicable).
STRICT 24 HOUR CANCELLATION POLICY: Any change/cancellation received less than 24 hours (business day) prior to date/time of job will incur a two (2) hour minimum charge, at the rate stated above, as a late cancellation fee.
(Please see Order No. 2 attached; issued by Hearings Examiner, Edward Sandoval, for more information.)

Item Total for Line # 1

Total PO Amount

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

Paula Ramsey, CTM, CTM

08/27/2018