



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 000006388

Payment Terms: NET30 Freight Terms: FOB Destination Ship Via: VNDR PCC: E Date: 12/31/18 PO Method: DG Dispatch: Dispatch Via Print Rev Dt:

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

Vendor: STAPLES CONTRACT AND COMMERCIAL INC  
DBA STAPLES BUSINESS ADVANTAGE  
PO BOX 660409  
DALLAS TX 75266-0409  
United States

Ship To: 1P03 - Austin Region  
1001 E. Parmer Lane, Ste. A  
Austin TX 78753  
United States

Vendor ID: 1043390816 6

Bill To: 4000 Jackson Avenue  
Austin TX 78731  
United States

Purchaser: David J Moran  
Phone: 512/465-4180  
Fax:  
Email: David.Moran@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.

Vendor shall place purchase order number on each carton and shipping label.

TxDmv Contact:  
Courtney Juarez  
Courtney.Juarez@TxDMV.gov  
(512) 719-6911

Staples Contact:  
Jon McEwen  
Jonathan.mcewen@staples.com  
(210) 253-7267

Authorized Signature

*David Moran*  
*Paula Ramsey CTCM, CTCO*

12/31/2018



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Currency Counter, Cassida 6600 UV/MG , w/ValuCount, item # 20004822, model # 6600UV/MG	600/33	1.0000	EA	\$279.99000	\$279.99	01/10/2019
						<b>Schedule Total</b>	\$279.99
						ReqID: 0000007145	
						<b>Item Total for Line # 1</b>	\$279.99
2- 1	UV Torch Light and UV Counterfeit Money Detector, Stalwart 2-In-1, Black, Item #: 234914, Model #: 844296049417	600/48	1.0000	EA	\$7.89000	\$7.89	01/10/2019
						<b>Schedule Total</b>	\$7.89
						ReqID: 0000007145	
						<b>Item Total for Line # 2</b>	\$7.89
3- 1	Magnifier, 10x, Carson LI-20 Lumiloupe, Item #: 23978983, Model #: CSNLL20	605/42	2.0000	EA	\$6.79000	\$13.58	01/10/2019
						<b>Schedule Total</b>	\$13.58
						ReqID: 0000007145	
						<b>Item Total for Line # 3</b>	\$13.58
						<b>Total PO Amount</b>	\$301.46

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.

**Authorized Signature**  
  
 David Mann  
 Paula Murray, CCM, CCA  
 12/31/2018



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

Authorized Signature

*Paula Kenny*  
*Paula Kenny, CTM, CTC*

12/31/2018