



**Texas Department of Motor Vehicles**  
**Business Unit # 60800**  
**Purchase Order # 0000007004**

Page: 1 of 2

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **US MAIL** PCC: **E** Date: **06/13/19** PO Method: **SV** Dispatch: **Dispatch Via Print** Rev Dt:

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

**Vendor:** NORRIS CONFERENCE CENTERS  
DBA NORRIS CONFERENCE CENTERS  
13810 CHAMPION FOREST DR STE 144  
HOUSTON TX 77069-1868  
United States

**Ship To:** IP00 - TxDMV Warehouse  
4000 Jackson Avenue  
Austin TX 78731  
United States

**Vendor ID:** 1742582711 4

**Bill To:** 4000 Jackson Avenue  
Austin TX 78731  
United States

**Purchaser:** Debra A Rosas  
**Phone:** (512) 465-1257  
**Fax:** (512) 465-5641  
**Email:** Debra.Rosas@txdmv.gov

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

**PO Information:**

**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 CONTACT: APRIL MCCOY, (512) 451-5011; A.MCCOY@NORRISCENTERS.COM

TXDMV DIVISION: ENFORCEMENT  
TXDMV CONTACT: STACEY CULLEN, (512) 465-4164, STACEY.CULLEN@TXDMV.GOV

TXDMV PURCHASING CONTACT: DEBRA ROSAS, (512) 465-1257, DEBRA.ROSAS@TXDMV.GOV

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

**Authorized Signature**

**06/13/2019**

List of Companies that Boycott Israel Pursuant to Chapter 808 of the Texas Government Code

May 8, 2019

Company Name	ISSUERID	SEDOL	ISIN
Co-Operative Group Limited	IID000000002241186	BFXWHQ2	GB00BFXWHQ29
DNB ASA	IID000000002150825	4263304	NO0010031479
KOMMUNAL LANDSPENSJONSKASSE GJENSIDIG FORSIKRINGSSKAP	IID000000002228977	BYZZBB5	XS1217882171

**List of Scrutinized Companies with ties to Sudan  
Pursuant to Chapter 2270 of the Texas Government Code - March 1, 2018**

<b>Entity Name</b>	<b>ISIN</b>
China National Petroleum Corporation	CND100004ZW0
China Petroleum & Chemical Corporation	CNE0000018G1
CNPC Capital Company Limited	CNE000000MS3
CNPC General Capital Limited	US12623TAE82
Daqing Huake Company Limited	CNE000001402
Harbin Electric Company Limited	CNE1000003C0
Jiangxi Hongdu Aviation Industry Co., Ltd.	CNE0000015N3
KUWAIT FINANCE HOUSE K.S.C.P	KW0EQ0100085
LS INDUSTRIAL SYSTEMS CO.,LTD MANAGEM S.A.	KR7010120004 MA0000011058
MANGALORE REFINERY AND PETROCHEMICALS LIMITED	INE103A01014
OIL AND NATURAL GAS CORPORATION LIMITED	INE213A01029
OIL INDIA LIMITED	INE274J01014
ONGC VIDESH VANKORNEFT PTE. LTD.	XS1457499645
ONGC VIDESH LIMITED	INE064K08020
Orca Gold Inc	CA68558N1024
Petrochina Company Limited	CNE1000007Q1
PETROLIAM NASIONAL BERHAD (PETRONAS)	US716708AF90
PETRONAS Capital Limited	USY68856AH99
PETRONAS CHEMICALS GROUP BERHAD	MYL51830O008
PETRONAS DAGANGAN BERHAD	MYL5681O0001
PETRONAS GAS BERHAD	MYL6033O0004
PETRONAS GLOBAL SUKUK LTD	USY68868AA92
Shanghai Electric Newage Company Limited	XS1231162592
SINOPEC Engineering Group Co Ltd	CNE100001NV2
Sinopec Oilfield Equipment Corporation	CNE000000XK7
Sinopec Oilfield Service Corporation	CNE000000HS3
Societe Metallurgique d'Imiter (SMI)	MA0000010068
The Energy House Holding Company (K.S.C)	KW0EQ0601801

**List of Companies Engaging in Scrutinized Business Operations in Iran - September 2018**  
**Chapter 2270 of the Texas Government Code**

<b>Company Name</b>	<b>ISIN</b>
DAELIM INDUSTRIAL CO., LTD	KR7000210005
GAZPROM	RU0007661625
GLENCORE PLC	JE00B4T3BW64
HYUNDAI MOTOR COMPANY	KR7005380001
INDIAN OIL CORPN. LIMITED	INE242A01010
LLOYDS BANKING GROUP PLC	GB0008706128
NORINCO INTERNATIONAL COOPERATION, LTD.	CNE000000VZ9
OUTOTEC OYJ	FI0009014575
POWER CONSTRUCTION CORPORATION OF CHINA, LTD.	CNE1000017G1
TELECOM ITALIA SPA	IT0003497168
TELEFONICA S.A.	ES0178430E18

Abdallah Azzam Brigades (AAB)	ISIL-Khorasan (ISIL-K)
Abu Sayyaf Group (ASG)	ISIS-Bangladesh
Al-Aqsa Martyrs Brigade (AAMB)	ISIS-Greater Sahara
al-Ashtar Brigades (AAB)	ISIS-Philippines
al-Mulathamun Battalion (AMB)	ISIS-West Africa
al-Nusra Front	Islamic Jihad Union (IJU)
al-Qa'ida (AQ)	Islamic Movement of Uzbekistan (IMU)
Al-Qa'ida in the Indian Subcontinent	Islamic State of Iraq and the Levant (formerly al-Qa'ida in Iraq)
al-Qa'ida in the Arabian Peninsula (AQAP)	Islamic State of Iraq and the Levant's Branch in Libya (ISIL-Libya)
al-Qa'ida in the Islamic Maghreb (AQIM)	Jaish-e-Mohammed (JEM)
al-Shabaab	Jama'at Nusrat al-Islam wal-Muslimin (JNIM)
Ansar al-Dine (AAD)	Jaysh Rijal al-Tariq al Naqshabandi (JRTN)
Ansar al-Islam (AAI)	Jemaah Anshorut Tauhid (JAT)
Ansar al-Shari'a in Benghazi	Jemaah Islamiya (JI)
Ansar al-Shari'a in Damah	Jundallah
Ansar al-Shari'a in Tunisia	Kahane Chai (Kach)
Ansaru	Kata'ib Hizballah (KH)
Army of Islam (AOI)	Kurdistan Workers Party (PKK, aka Kongra-Gel)
Asbat al-Ansar (AAA)	Lashkar i Jhaqvi (LJ)
Aum Shinrikyo (AUM)	Lashkar-e Tayyiba (LeT)
Basque Fatherland and Liberty (ETA)	Liberation Tigers of Tamil Eelam (LTTE)
Boko Haram	Mujahidin Shura Council in the Environs of Jerusalem (MSC)
Communist Party of the Philippines/New People's Army (CPP/NPA)	National Liberation Army (ELN)
Continuity Irish Republican Army (CIRA)	Palestine Islamic Jihad (PIJ)
Gama'a al-Islamiyya (Islamic Group - IG)	Palestine Liberation Front (PLF)
HAMAS	PFLP-General Command (PFLP-GC)
Haqqani Network (HQN)	Popular Front for the Liberation of Palestine (PFLP)
Harakat ul-Jihad-i-Islami (HUJI)	Real Irish Republican Army (RIRA)
Harakat ul-Jihad-i-Islami/Bangladesh (HUJI-B)	Revolutionary Armed Forces of Colombia (FARC)
Harakat ul-Mujahidin (HUM)	Revolutionary People's Liberation Party/Front (DHKPC)
Hizballah	Revolutionary Struggle (RS)
Hizbul Mujahideen (HM)	Shining Path (SL)
Indian Mujahedeen (IM)	Tehrik-e Taliban Pakistan (TTP)
ISIL Sinai Province (formerly Ansar Bayt al-Maqdis)	

List of Scrutinized Companies with ties to Foreign Terrorist Organizations  
Pursuant to Chapter 2270 of the Texas Government Code - March 1, 2018

Company Name	CUSIP	Sedol	ISIN
No Companies Identified			

# Q Search For Vendors

Search found 2 vendors , 0 are HUBs ,Includes 2 Inactive Vendors  
 Search Condition : SearchType=All Vendors, Vendor Name contains norris con

Vendor ID	Company Name	Contact Person	Mailing Address	City	State	Zip	Country	Email	Phone	HUB Eligibility	HUB Gender	Small Business	CMBL Status	HUB Status
1455396868700	NORRIS CONFERENCE CENTERS, INC.	Pres./Linda Hampton	13810 CHAMPION FOREST DRIVE #144	HOUSTON	TX	77069	USA	<a href="mailto:l.hampton@norriscenters.com">l.hampton@norriscenters.com</a>	713-780-9387			Yes	Inactive(O)	Inactive(O)
1900239156300	NORRIS CONFERENCE CENTERS, INC.	Pres./Linda Hampton	13810 CHAMPION FOREST DRIVE #144	HOUSTON	TX	77069	USA	<a href="mailto:l.hampton@norriscenters.com">l.hampton@norriscenters.com</a>	713-780-9387			Yes	Inactive(F)	Inactive(X)

17425827114

## CMBL/HUB Vendor Detail

**Vendor ID /**

**Vendor Number** 1900239156300 / 476107

**Vendor Name** NORRIS CONFERENCE CENTERS, INC.

**Vendor Address** 13810 CHAMPION FOREST DRIVE #144  
 HOUSTON, TX 77069 USA

**county** HARRIS

**Contact** Pres./Linda Hampton

**Phone/Fax** 713-780-9387 /

**Email Address** [l.hampton@norriscenters.com](mailto:l.hampton@norriscenters.com)

**Website** <http://www.norriscenters.com>

**Business Description** Sales & Marketing Services for Event  
 Hosting

**Business Category** Other Services Including Legal Services  
 (06)

**Small Business** Y



NORRIS CONFERENCE CENTERS - AUSTIN  
CONFIRMATION/CONTRACT SPECIFICATIONS

Wednesday, May 8, 2019

TO: Texas Department of Motor Vehicles  
Stacey Cullen  
[stacey.cullen@txdmv.gov](mailto:stacey.cullen@txdmv.gov)

FROM: Norris Conference Centers, Inc.  
April McCoy  
[a.mccoy@norriscenters.com](mailto:a.mccoy@norriscenters.com)

RE: Meeting Space / Norris Conference Centers - Austin

Thank you for choosing Norris Conference Centers – Austin to host your event. Attached is a contract for meeting space at our facility on June 27, 2019. To confirm, simply return a signed copy of the contract and the required deposit to me via fax or email. Our fax number is 512-451-1444.

In order to ensure the success of your event, we will phone you approximately two weeks prior to your event to reconfirm all the necessary details. At that time, you will be asked to re-sign a final Banquet Event Order (BEO).

Please keep in mind that if you have not already contracted for additional services, we offer a wide array of amenities including:

Variety of meal services for Breakfast, Lunch, Afternoon Breaks & Dinners

Overhead Projector      Flip Chart w/ Pad      Flip Chart w/Post-it Pad      Sound System

Microphone/Mixer      LCD Projection Unit      Internet/Phone Line      Screen

If you have any questions, please call me at 512-451-5011

Our physical address is 2525 West Anderson Lane, Austin, Texas 78757. A map and driving directions are available on our web site at <http://norriscenters.com/norris-conference-centers-austin/map> and we encourage you to forward this information to all your meeting participants.

Thanks again for choosing to host your event at our facility. We look forward to working with you.

PREMIER FACILITIES - UNLIMITED POSSIBILITIES

AUSTIN    HOUSTON/WESTCHASE    SAN ANTONIO    HOUSTON/CITYCENTRE    DALLAS



Texas Department of Motor Vehicles / Texas Department of Motor Vehicles  
Thursday, June 27, 2019 - Thursday, June 27, 2019

If this page is blank - it is due to no floor plan being created at this time.

**NORRIS CONFERENCE CENTERS - AUSTIN  
CONFIRMATION/CONTRACT SPECIFICATIONS**

**TAX/SERVICE CHARGE**

~~Prices are subject to applicable d 23% service charges as noted on your contract and/or banquet event order (BEO).~~

**DEPOSITS/CREDIT CARDS AND TERMS OF PAYMENT**

All events at NCC/ROB must be guaranteed with a major credit card. ~~In some instances, NCC may allow a direct bill account to be established for master accounts.~~ In order to establish a direct bill account with NCC, a fully completed direct bill form must be submitted a minimum of 60 days prior to the first function date listed on this agreement. Submitting a direct bill form does not guarantee approval. Agreements will need a form of payment on file until an approved account is established. If approved for a direct bill account all Final payments for the master account will be due 30 days after the final function date listed on this agreement.

Deposits required for events are outlined on page 9 of this document. Final payment terms are outlined on page 9 (Invoicing - Payment Terms - Credit Card guarantee & Authorization). All deposits are non-re fundable.

NCC/ROB reserves the right to charge outstanding balances to the credit card submitted for guarantee. Invoices remaining unpaid after 30 days of the invoice date may incur an interest charge of the lesser of 18% or the highest amount allowed by law.

**EXPRESS CONDITION PRECEDENT OF TIMELY PAYMENT**

Notwithstanding anything else in this Contract, the obligation of NCC/ROB to reserve the space and/or perform on this contract is subject to the express and absolute condition precedent of timely payment by Client of all deposits, payments, cancellation charges and fees as required in this Contract. Furthermore, the obligation of NCC/ROB to reserve the space and/or perform on this Contract is subject to the express and absolute condition precedent of timely payment by Client (including affiliated/commonly-owned corporate entities, the organization and/or individual signing the Contract) of deposits, payments, cancellation charges and fees as required in all other past and/or concurrent contracts with NCC/ROB and affiliated businesses. Client expressly assumes the risk that nonpayment by Client (including affiliated/commonly-owned corporate entities, the organization and/or individual signing the Contract) on this or other past or concurrent contracts with NCC/ROB and affiliates negates NCC/ROB's obligation to reserve space or perform on this Contract.

**GUARANTEE POLICY FOR CATERING**

Your pricing is based on a minimum number of guaranteed guests for catering as specified in your contract. Should your numbers decrease, you will still be billed for your minimum guarantee. Should your numbers increase, please notify us as early as possible to and we will make every reasonable effort to accommodate your group. All guarantees must be submitted in writing. Should your numbers increase to the point that your room cannot safely handle the revised group size, we will attempt to relocate you. If relocation is not possible, you will be required to keep the number of attendees below the safety level "occupation load" for that room. Final numbers must be given (5) five full business days before your event. Please note that if you are booking an event with a date out further than 8 months - food and beverage fees may be increased by no more than 5%. It is the policy of Norris Centers/Red Oak Ballroom, that no food will leave the premises due to our inability to regulate proper food storage once removed from our venues

Texas Department of Motor Vehicles / Texas Department of Motor Vehicles

NORRIS CONFERENCE CENTERS - AUSTIN  
CONFIRMATION/CONTRACT SPECIFICATIONS

~~Neither you, as our client or Norris Conference Centers/ the Red Oak Ballroom will be liable to the other or its affiliates in any action or claim for any special, incidental, exemplary, economic, indirect, or consequential damages of any nature whatsoever, arising from any cause, or claimed under any theory of law, including but not limited to business interruption, loss of profit, loss of product, loss of use or delays, event if advised of the possibility of such damages.~~

AM May 8, 2019

GENERAL PROVISIONS

**Entire Agreement:** This agreement, the TXDMV purchase order and any Exhibits hereto constitutes the entire agreement between the parties and supersedes any previous communications, representations, or agreements, whether written or verbal. Any changes to this Agreement must be made in writing and signed by authorized representative of each party.

**Compliance with Laws:** Client shall comply with all Federal, State and local laws, rules and regulations with respect to its activities on NCC/ROB property, including obtaining any permits required for the client's activities during the event. NCC/ROB may require client to present proof of such compliance prior to the event. NCC/ROB relies upon Client's attendance projections in reserving the appropriate room(s) and in observing all federal, state and local regulations regarding room capacity limitations and health, safety and fire codes. NCC/ROB reserves the right to terminate this contract if, in our sole discretion, any aspect of an event is deemed to be in violation of any laws or could potentially become in violation of any laws.

NCC/ROB reserves the right to terminate contract if any event is misrepresented as a NCC/ROB "sponsored" event in any form of marketing and/or advertising without NCC/ROB prior approval in writing. Prior written approval by NCC/ROB is required for any event for which Client has contracted NCC/ROB for a "hosted bar" package, and intends to sell tickets or otherwise award public access for attendance to the event.

NCC/ROB reserves the right to take all necessary actions to cause the event to be in compliance with all laws, rules and regulations, including (1) closing the Event, (2) requiring certain guests to leave the event, (3) restricting access to the event, (4) restricting the consumption of alcoholic beverages, and (5) monitoring the event. If NCC/ROB decides, in its sole discretion, to take any on the actions above, it shall do so without penalty and Client shall remain liable for all obligations under this Agreement.

Pursuant to section 30.07 penal code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (Handgun Licensing Law), may not enter this property with a handgun that is carried openly.

**Right of Inspection/Entry:** NCC/ROB will have the right to enter and inspect all functions. If NCC/ROB observes any illegal activity or activity that may result in harm to persons or objects, NCC/ROB has the right to immediately cancel the event, in which case all Client's guests and invitees must immediately vacate the premises. In such event, the Client will remain liable for all fees and charges related to the function pursuant to the terms of this Agreement.

GOVERNING LAW AND VENUE

This Contract will be governed by and construed in accordance with the domestic laws of the State of Texas without giving effect to any choice or conflict of law provision or rule (whether the State of Texas or any other jurisdiction) that would cause the application of the laws of any jurisdiction other than the State of Texas. The parties hereto irrevocably agree that venue for any dispute involving this Contract will lie in any court of competent jurisdiction in Travis County, Texas.

Texas Department of Motor Vehicles / Texas Department of Motor Vehicles

NORRIS CONFERENCE CENTERS - AUSTIN  
CONFIRMATION/CONTRACT SPECIFICATIONS

INVOICING - PAYMENT TERMS - CREDIT CARD GUARANTEE & AUTHORIZATION

STEP 1 - Invoicing:

Invoice Contact (name of person): Lisa Selvera

Email it to: DMV\_FIN\_Invoices@TxDMV.gov

or FAX it to: \_\_\_\_\_ Phone: (512) 465-4027

NCC/ROB will send an invoice to the above contact in advance if requested and will present it on the final day of your event for payment by credit card or check. If you need more lead time to obtain payment, please ask your sales representative to send an invoice early enough to meet the due date.

~~Deposit Terms: (all deposits are non-refundable)~~

~~\_\_\_\_\_ 20% of Estimated Event Invoice Total~~

~~\_\_\_\_\_ Amount Due: \_\_\_\_\_ \$0.00 \_\_\_\_\_~~

Due Date: May 18, 2019  
Contract Due Date

am May 8, 2019

Final Payment Method: (check one)

Net 30 -

\_\_\_\_\_ Estimated Balance Due 30 Days Prior To First Function Date of xx/xx/xxxx

\_\_\_\_\_ Five (5) business days prior to First Function Date (Cash, Cashier's Check, or Money Orders only)

\_\_\_\_\_ Credit Card Charged Five (5) business days prior to First Function Date, or up to 60 days after Event Date

\* Please note: Unless prior arrangements have been made, (including documents signed by each party), if payment(s) are not received per the above schedule, balance due may be charged to the guarantee credit card. If payment cannot be secured, NCC has the right to cancel this event.