



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007024

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **US MAIL** PCC: **E** Date: **06/21/19** PO Method: **SV** Dispatch: **Dispatch** Rev Dt: **Via Print**

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

Vendor: WAYNE SCHIESS
3000 SIX GUN TRL
AUSTIN TX 78748-1921
United States

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

Vendor ID: 1465309198 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.

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

Employee Training Act:

The training or education must be related to the duties or prospective duties of the administrator or employee. Texas Government Code, Title 6, Subtitle C, Chapter 656, Subchapter A, Sec. 656.041

VENDOR CONTACT: WAYNE SCHIESS, WAYNE@LEGALWRITING.NET

TxDMV DIVISION: OFFICE OF GENERAL COUNSEL
CONTACT: JENNIFER WHITTAKER, (512) 465-5665, JENNIFER.WHITTAKER@TXDMV.GOV

Authorized Signature

06/21/2019



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	PROVIDE A TRAINING CLASS FOR OFFICE OF GENERAL COUNSEL STAFF: SUMMARIES IN LEGAL WRITING AND PLAIN ENGLISH MOVEMENT	924/25	1.0000	HR	\$500.00000	\$500.00	06/21/2019
						Schedule Total	\$500.00
						ReqID:	0000007780
Schiess,_Wayne_-_CAPPS_Vendor_Information.pdf							
Schiess,_Wayne_-_2019_Legal_Writing_Topics-2019.06.26.pdf							
Legal_Writing_Courses_-_2019.06.26_Schedule_and_Pricing.pdf						Item Total for Line # 1	\$500.00
2- 1	PROVIDE A TRAINING CLASS FOR OFFICE OF GENERAL COUNSEL STAFF: TIPS FOR CONCISION	924/25	1.0000	HR	\$500.00000	\$500.00	06/21/2019
						Schedule Total	\$500.00
						ReqID:	0000007780
Schiess,_Wayne_-_2019_Legal_Writing_Topics-2019.08.08.pdf							
DATE:AUGUST 8, 2019							
LOCATION: TxDMV HEADQUARTERS, LONE STAR ROOM							
TIME: 9:30 AM - 10:30 AM							
ATTENDEES: OGC ATTORNEYS							
1 CLE CREDIT PROVIDED PER ATTORNEY						Item Total for Line # 2	\$500.00

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.

Authorized Signature

Richard D. [Signature] CTPM, CTCM

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Authorized Signature

Richard D. [Signature] CTPM, CTCM

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