



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007415

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **US MAIL** PCC: **E** Date: **10/01/19** 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: LVP SBS AUSTIN HOLDING CORP
 DBA STAYBRIDGE SUITES
 13087 N HWY 183 STE A
 austin TX 78750-3301
United States

Ship To: 1P23 - Veh Titles and Reg
 4000 Jackson Avenue
 Austin TX 78731
 United States

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 1812856882 3

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.

TxDmv CONTACT: CASSANDRA FLINT (512) 465-5822; CASSANDRA.FLINT@TxDMV.GOV
 OR
 WILLIAM DIGGS (512) 465-4200; WILLIAM.DIGGS@TxDMV.GOV

STAYBRIDGE SUITES AUSTIN NORTHWEST CONTACT:
 MADISON HENLEY; AUSTINSBSFOM@IH-CORP.COM
 LEGAL/FUNDING AUTHORITY: TEXAS GOVERNMENT CODE SECTION 2113.106

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.

Authorized Signature

10/01/2019



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007415

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
----------	------------------	------------	----------	-----	------------	--------------	----------

1- 1	MEETING ROOM RENTAL - VTR REGIONAL SERVICE CENTER MANAGER'S MEETING	971/65	2.0000	DAY	\$250.00000	\$500.00	10/01/2019
						Schedule Total	<input type="text" value="\$500.00"/>
						ReqID: 0000008212	
SERVICE DATES: OCTOBER 9 - 10, 2019 LOCATION: STAYBRIDGE SUITES AUSTIN NORTHWEST, 13087 US-183, AUSTIN, TX 78750; (512) 336-7829 TIME: 8:00 AM - 4:00 PM (DAY ONE) AND 8:00 AM - 4:00 PM (DAY TWO) MEETING ROOM SET-UP: CLASSROOM STYLE APPROXIMATELY TWENTY PEOPLE							
						Item Total for Line # 1	<input type="text" value="\$500.00"/>

2- 1	AUDIO VIDEO EQUIPMENT RENTAL - VTR REGIONAL SERVICE CENTER MANAGER'S MEETING	985/12	2.0000	DAY	\$75.00000	\$150.00	10/01/2019
						Schedule Total	<input type="text" value="\$150.00"/>
						ReqID: 0000008212	
INCLUDES PROJECTOR IN MEETING ROOM Audio/Visual equipment for RSC Managers quarterly workshop							
						Item Total for Line # 2	<input type="text" value="\$150.00"/>

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.

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

Authorized Signature

 Robert D. [unclear] CTPM, CTCM
10/01/2019