



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007434
 Purchase Order Change Notice (# 1)

Payment Terms: **NET30** Freight Terms: **PREPAY AND ADD** Ship Via: **US MAIL** PCC: **0** Date: **10/0** PO Method: **3/19** IA Dispatch: **Dispatch** Rev Dt: **10/08/19**
 Via: **Dispatch** Via Print

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

Vendor: TEXAS DEPARTMENT OF CRIMINAL JUSTICE (TD)
 PO BOX 99
 HUNTSVILLE TX 773420099
 United States

Ship To: 1P08 - Dallas Region
 1925 E. Bellline, Ste. 100
 Carrollton TX 75006
 United States

Vendor ID: 3696696696 6

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Monica C Hernandez
Phone: 512/465-1261
Fax: 512/465-5641
Email: Monica.Hernandez@txdmv.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Per TCI Bid #2009-032

TxDMV Contact
 Krystal Reed
 Krystal.Reed@TxDmv.gov
 (972) 478-5220

Vendor Contact
 Don Moore
 (254) 883-1536

The Prison Made Good Acts:
 Texas Department of Criminal Justice (TDCJ) and Texas Correctional Industries (TCI), a division of the TDCJ, Texas Government Code, Title 10, Subtitle D, Chapter 2155, Subchapter A, Sec. 2155.065 and Texas Government Code, Title 4, Subtitle G, Chapter 497, Subchapter A, Section 497.023 - 497.029)

The logo to be imprinted on the goods covered by this procurement is copyrighted by TxDMV. The vendor is advised that permission for use of the logo is granted only for meeting the requirements of this procurement. Any person or company wishing to use the logo for other than this purpose must contact the TxDMV Purchasing Section at (512) 465-4193.

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.

POCN #1 by MCH - Corrected the "Ship To" address from Austin to the Dallas Regional Service Center

Authorized Signature

10/08/2019



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Business Cards - All business cards are printed on recycled paper. Paper Stock: Recycled, Starbright Opaque White, 100lb, Smooth Cover, Brightness 90-93; DMV-0108: 500/Box, 1-Sided (For Shanica Tisdell-Reed)	966/07	1.0000	BOX	\$15.02000	\$15.02	11/04/2019
						Schedule Total	\$15.02
						ReqID: 0000008226	
						Item Total for Line # 1	\$15.02
2- 1	Freight Charge	962/86	1.0000	EA	\$9.77000	\$9.77	10/03/2019
						Schedule Total	\$9.77
						Item Total for Line # 2	\$9.77
						Total PO Amount	\$24.79

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

10/08/2019

SHANICA TISELL-REED

Operations Supervisor

Dallas Regional Service Center

Vehicle Titles and Registration Division

☎ 972.478.5210 ☎ 972.416.4296

Shanica.Reed@TxDMV.gov

1925 E. BELTLINE RD., STE 100, CARROLLTON, TEXAS 75006

www.TxDmv.gov

*Your name and address are all CAPS. Everything else is upper/lower case.