



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007694

Payment NET3 Freight FOB Ship Via: US MAIL PCC: E Date: 12/02/19 PO Method: SV Dispatch: Dispatch Rev Dt:
Terms: 0 Terms: Destination Via Print

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

Vendor: CROSSWORD TRANSLATION-WOKO ENTERPRISES
1530 AVENUE C
Katy TX 77493-1904
United States

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

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Vendor ID: 1760530968 5

Purchaser: Tiffanay Heather Waller
Phone: 512/465-4193
Fax: 512/465-5641

Bill to Fax:

Email: Tiffanay.Waller@txdmv.gov

Bill to 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.
Court interpreter services for the TxDMV Office of Administrative Hearings in Fort Worth, TX.
Pricing as per vendor email, dated 12/02/2019.
Reference attached Order No. 2, Case Number 19-0012780 CAF

Note: Receipt for parking fees must be submitted with invoice.

TxDMV Contact:

Brandy Garcia
(512) 465-5000
Brandy.Garcia@TxDMV.gov

Vendor Contact:

Darren Worrell
language@crosswordtranslation.com
(281) 391-3534

Authorized Signature

Tiffanay Waller

12/02/2019



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PO Line Info

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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<b>Line-Sch:</b> 1-1	<b>Line Description:</b> Spanish Interpreter	<b>Class/Item:</b> 961/46	<b>Quantity:</b> 4.0000	<b>UOM:</b> EA	<b>Unit Price:</b> \$115.00000	<b>Extended Amt:</b> \$460.00	<b>Due Date:</b> 12/04/2019
						<b>Schedule Total</b>	<input type="text" value="\$460.00"/>
ReqID: 0000008499							
SERVICE TIME - FOUR (4) HOURS  One certified Spanish to English interpreter for a hearing on the merits currently scheduled to be held on December 4, 2019 at 9:00 a.m. at the Texas Dept. of Transportation in Fort Worth, TX. (Please see Order No. 2 attached 19-0012780 CAF issued by the Hearings Examiner, Edward Sandoval, cell number (512) 701-0448, for more information).  24 hour (Business Day) Cancellation Policy: Any change or cancellation less than 24 hours (Business Day) of scheduled job date/time will be invoiced the Two (2) hour minimum.							
						<b>Item Total for Line # 1</b>	<input type="text" value="\$460.00"/>

**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

12/02/2019