



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000008157

**Payment Terms:** NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** E **Date:** 03/31/20 **PO Method:** SU **Dispatch:** Dispatch Via Print **Rev Dt:**

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

**Vendor:** TEXAS STATE DIRECTORY INC  
PO BOX 12186  
AUSTIN TX 787112186  
United States

**Ship To:** 1P12 - Finance Admin Services  
4000 Jackson Avenue  
Austin TX 78731  
United States

**Vendor ID:** 1742000666 4

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

**Purchaser:** Jason Adams  
**Phone:** 512/465-4181  
**Fax:** 512/465-5641

**Bill To Fax:**

**Email:** Jason.Adams@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.

**TxDmv Contact:**

Monica Hernandez  
monica.hernandez@TxDMV.gov  
(512) 465-1262

**Vendor Contact:**

Texas State Directory Press  
1800 Nueces St.  
Austin, Texas 78701  
(512) 473-2447

**Authorized Signature**

**03/31/2020**



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Texas Directory Online, 6 month subscription	956/58	1.0000	EA	\$50.00000	\$50.00	04/13/2020
						<b>Schedule Total</b>	<input type="text" value="\$50.00"/>
				<b>ReqID:</b>			
				0000008966			
<p>Per attached email from Sergio Rey and Linda Flores - Connie Green will be the main user with Regina Ygnacio and Monica Hernandez as back ups.</p> <p>A 6 month subscription was offered to Ms. Flores on 3/26/2020. Please email Julie Sayers regarding this offer at Julie@txdirectory.com or you can call her at 512-477-5698</p> <p>Billing Address:            Texas Department of Motor Vehicles            4000 Jackson Avenue            Austin, TX 78731            DMV_FIN-Invoices@TxDMV.gov</p> <p>Shipping Address:            Name: Connie Green            Shipping Address is the same as the billing address</p> <p>Contact Information:            Connie.Green@TxDMV.gov            512-465-4136</p>							
						<b>Item Total for Line # 1</b>	<input type="text" value="\$50.00"/>

**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

*J. M. S., CTCM*

**03/31/2020**