# Texas Department of Motor Vehicles
## Business Unit # 60800
### Purchase Order # 0000008255

**Payment**  NET30  Freight PREPAY  Ship Via: VNDR  PCC: 0  Date: 04/21/20  PO Method: IA  Dispatch: Dispatch  Rev/DT:  
**Terms:** Terms: AND ADD  

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

<table>
<thead>
<tr>
<th>Vendor:</th>
<th>TEXAS DEPARTMENT OF PUBLIC SAFETY  CRIME RECORDS SERVICE  PO BOX 15999  AUSTIN TX 787615999  UNITED STATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ship To:</td>
<td>1P18 - Lubbock Region  135 Slaton Road  Building B - VTR  Lubbock TX 79404  United States</td>
</tr>
<tr>
<td>Bill To:</td>
<td>4000 Jackson Avenue  Austin TX 78731  United States</td>
</tr>
<tr>
<td>Vendor ID:</td>
<td>3405405405 0</td>
</tr>
<tr>
<td>Purchaser:</td>
<td>Travis Reese</td>
</tr>
<tr>
<td>Phone:</td>
<td>512 4654180</td>
</tr>
<tr>
<td>Fax:</td>
<td>512/465-5641</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:Travis.Reese@txdmv.gov">Travis.Reese@txdmv.gov</a></td>
</tr>
<tr>
<td>Bill To Fax:</td>
<td></td>
</tr>
<tr>
<td>Bill To Email:</td>
<td><a href="mailto:DMV_FIN-INVOICES@TxDMV.gov">DMV_FIN-INVOICES@TxDMV.gov</a></td>
</tr>
</tbody>
</table>

## 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.
  - **Interagency Agreement Contract Act:**
    Texas Government Code, Title 7, Chapter 771
  - **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.**
  - **TxDMV Contact:**
    Rita Gutierrez
    Rita.Gutierrez@txdmv.gov
    (806) 748-2911
  - **Vendor Contact:**
    Daniel Wilcox
    reprographics@dps.texas.gov
    (512) 424-2645
  - **Texas Department of Public Safety Quote # 20190909-001**

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**Authorized Signature**

04/21/2020
## Contract 966-M2

<table>
<thead>
<tr>
<th>Line-Sch</th>
<th>Line Description</th>
<th>Class/Item</th>
<th>Quantity</th>
<th>UOM</th>
<th>Unit Price</th>
<th>Extended Amt</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-1</td>
<td>Envelope, #10, Non-Window, 24#, White Wove, Regular Rounded Gummed Flap, Black Ink, 500/box.</td>
<td>966/31</td>
<td>4.0000</td>
<td>EA</td>
<td>$21.000000</td>
<td>$84.00</td>
<td>05/29/2020</td>
</tr>
</tbody>
</table>

Return address to read:

TxDMV Logo
Texas Department of Motor Vehicles
Lubbock Regional Service Center
135 Slaton Road
Lubbock, Texas 79404-5201

Schedule Total $84.00

RegID: 0000008974

Send to TXDMV Building B

Item Total for Line #1 $84.00

<table>
<thead>
<tr>
<th>Line-Sch</th>
<th>Line Description</th>
<th>Class/Item</th>
<th>Quantity</th>
<th>UOM</th>
<th>Unit Price</th>
<th>Extended Amt</th>
<th>Due Date</th>
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<td>966/31</td>
<td>4.0000</td>
<td>EA</td>
<td>$21.000000</td>
<td>$84.00</td>
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</tbody>
</table>

Return address to read:

TxDMV Logo
Texas Department of Motor Vehicles
Lubbock Regional Service Center
135 Slaton Road
Lubbock, Texas 79404-5201

Schedule Total $84.00

RegID: 0000008974

Send to TXDMV Building B

Item Total for Line #2 $84.00

Total PO Amount $168.00

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

04/21/2020
Texas Department of Motor Vehicles Standard Terms and Conditions can be found at: http://www.txdmv.gov/contractors-vendors