



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000008470

**Payment** NET30 **Freight** FOB **Ship Via:** VNDR **PCC:** E **Date:** 06/30/20 **PO Method:** SP **Dispatch:** Dispatch **Rev Dt:**  
**Terms:** **Terms:** Destination **Via Print**

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

**Vendor:** PITNEY BOWES  
PITNEY BOWES GLOBAL FINANCIAL SERVICES  
PO BOX 371887  
PITTSBURGH PA 15250-7887  
**United States**

**Ship To:** 1P22 - San Antonio Region  
15150 Nacogdoches Rd., Ste. 100  
San Antonio TX 78247  
United States

**Vendor ID:** 1060495050 0

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

**Purchaser:** Travis Reese  
**Phone:** 512 4654180  
**Fax:** 512/465-5641

**Bill To Fax:**

**Email:** Travis.Reese@txdmv.gov

**Bill To Email:** DMV\_FIN-INVOICES@TxDMV.gov

**PO Information:**

NON-COMPLIANT PROCUREMENT

**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:**

Seberina Palomarez  
Seberina.Palomarez@TxDMV.gov  
(210) 731-2151

**Vendor Contact:**

Customer Service  
(800) 228-1071

**Authorized Signature**

**06/30/2020**



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000008470

| Line-Sch: | Line Description:  | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt:           | Due Date:  |
|-----------|--|-------------|-----------|------|-------------|-------------------------|------------|
| 1-1       | Pitney Bowes Cleaning Pack<br>(Invoice #1015159762<br>attached)<br>Product# SL-CKE02   | 600/80      | 1.0000    | EA   | \$49.99000  | \$49.99                 | 06/30/2020 |
|           |  |             |           |      |             | Schedule Total          | \$49.99    |
|           |  |             |           |      |             | ReqID:                  | 0000009193 |
|           |  |             |           |      |             | Item Total for Line # 1 | \$49.99    |
| 2-1       | Pitney Bowes Red Ink<br>Cartridges (Invoice<br>#1015159761 attached)<br>Product# 793-5 | 600/80      | 2.0000    | EA   | \$84.99000  | \$169.98                | 06/30/2020 |
|           |  |             |           |      |             | Schedule Total          | \$169.98   |
|           |  |             |           |      |             | ReqID:                  | 0000009193 |
|           |  |             |           |      |             | Item Total for Line # 2 | \$169.98   |

Total PO Amount \$219.97

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

06/30/2020