



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000008499

**Payment Terms:** NET30 **Freight Terms:** PREPAY **Ship Via:** VNDR **PCC:** 0 **Date:** 07/09/20 **PO Method:** IA **Dispatch:** Dispatch Via Print **Rev Dt:**

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

**Vendor:** TEXAS DEPARTMENT OF PUBLIC SAFETY  
CRIME RECORDS SERVICE  
PO BOX 15999  
AUSTIN TX 787615999  
**United States**

**Ship To:** See Detail Below

**Vendor ID:** 3405405405 0

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

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

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

**Bill To Fax:**  
**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.

**Interagency Agreement Contract Act:**

Texas Government Code, Title 7, Chapter 771

**TxDMV Contacts:**

[ See Line Details ]

**Vendor Contact:**

Daniel Wilcox  
Reprographics@dps.texas.gov  
(512) 424-2645

Texas Department of Public Safety Quote# 20190909-001

Contract: 966-M2

**Authorized Signature**

**07/09/2020**



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Envelope, #10, Non-Window, 24#, White wove, Regular rounded gummed flap, black ink, 500 box	966/31	4.0000	BOX	\$21.00000	\$84.00	07/14/2020
<b>Ship To:</b> 1P19		<b>Delivery Instructions:</b>					
3901 East Hwy. 80 Odessa TX 79761 United States							
						<b>Schedule Total</b>	\$84.00
				<b>ReqID:</b> 0000009323			
TxDMV Contact:							
Julie Payne Julie.Payne@TxDMV.gov (432) 276-4411							
Return address to read:							
TXDMV logo Texas Department of Motor Vehicles Midland-Odessa Regional Service Center 3901 East Highway 80 Odessa, TX 79761							
						<b>Item Total for Line # 1</b>	\$84.00

Authorized Signature

07/09/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Envelope, #10, Window white wove, 24# regular rounded gummed flap, 500/box	966/31	8.0000	BOX	\$21.00000	\$168.00	07/27/2020
<b>Ship To:</b> 1P07		<b>Delivery Instructions:</b>					
602 N. Staples Street Corpus Christi TX 78401 United States							
						<b>Schedule Total</b>	\$168.00
						<b>ReqID:</b> 0000009337	
TxDMV Contact:  Cynthia Cortinas Cynthia.Cortinas@TxDMV.gov (361) 808-3912							
Return address to read:  TxDMV Logo Texas Department of Motor Vehicles Corpus Christi Regional Service Center 602 N. Staples Street, Suite 130 Corpus Christi, Texas 78401							
						<b>Item Total for Line # 2</b>	\$168.00

Authorized Signature

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Envelope, #10, Non-Window, 24#, White Wove, Regular Rounded Gummed Flap, Black Ink, 500/box.	966/31	30.0000	BOX	\$21.00000	\$630.00	07/09/2020
<b>Ship To:</b> 1P25		<b>Delivery Instructions:</b>					
1601-A Southwest Parkway Wichita Falls TX 76302 United States							
						<b>Schedule Total</b>	<input type="text" value="\$630.00"/>
						<b>ReqID:</b> 0000009268	
TxDMV Contact:							
Suzanne Long Suzanne.Long@TxDMV.gov (940) 235-4817							
Return address to read:							
TxDMV logo Texas Department of Motor Vehicles Wichita Falls Regional Service Center 1601-A Southwest Parkway Wichita Falls TX 76302							
						<b>Item Total for Line # 3</b>	<input type="text" value="\$630.00"/>

**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

07/09/2020