



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000008748

**Payment Terms:** NET30 **Freight Terms:** FOB Destination **Ship Via:** VNDR **PCC:** 0 **Date:** 09/17/20 **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:** STATE AUDITOR'S OFFICE  
 PO BOX 12067  
 AUSTIN TX 787112067  
 United States

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

**Vendor ID:** 3308308308 0

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

**Purchaser:** Amanda Leigh Maxwell  
**Phone:**  
**Fax:**

**Bill To Fax:**

**Email:** Amanda.Maxwell@txdmv.gov

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

**PO Information:**

Interagency Agreement Contract Act:  
 Texas Government Code, Title 7, Chapter 771

Employee Training Act:  
 The training or education must be related to the duties or prospective duties of the administrator or employee. Texas Government Code, Title 6, Subtitle C, Chapter 656, Subchapter A, Sec. 656.041

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.

Invoices will be mailed after the course date. Payment should be made via interagency transaction voucher (ITV). Coding elements will be provided on the invoice.

Any billing questions, contact Carol Oberrender at carol.oberrender@sao.texas.gov

Vendor Contact: Matt Timme  
 Course Coordinator  
 Email: Matt.Timme@sao.texas.gov  
 Phone: 512/936-9500

TxDMV Contact: Monica Hernandez  
 Finance

**Authorized Signature**

**09/17/2020**



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Business Unit # 60800  
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Phone: 512/465-1261  
Email: monica.hernandez@txdmv.gov

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Using Excel Pivot Tables, Power Pivot and Power Query to Analyze Data	924/25	1.0000	EA	\$459.00000	\$459.00	10/07/2020

Schedule Total

ReqID:  
0000009694

Date: June 7, 2021 - June 8, 2021  
Location: Online  
Time: 8AM - 4:30PM  
Attendee: Nagwa Tadros  
Email: Nagwa.Tadros@TxDMV.gov  
Phone: 512/465-1401

Item Total for Line # 1

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

09/17/2020