



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000008909
 Summary Document ? Do Not Dispatch To Vendor
 Purchase Order Change Notice (# 1)

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** H **Date:** 10/27/20 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 11/18/20

THIS DOCUMENT IS A SUMMARY DOCUMENT. ITS PURPOSE IS TO ACCUMULATE INDIVIDUAL TRANSACTION DATA. FOLLOWING RECONCILIATION, TRANSACTION LINES WILL BE COPIED TO A MULTI-VENDOR VOUCHER, PAYABLE TO CITIBANK N A.

Vendor: CITIBANK N A
 COMMERCIAL CARD SETTLEMENT ACTIVITY
 PROCUREMENT CARD PAYMENTS
 PO BOX 78025
 PHOENIX AZ 85062-8025
 United States

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

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 1135266470 7

Purchaser: Ryan Martin Brown
Phone:
Fax:

Bill To Fax:

Email: Ryan.Brown@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

POCN 1: Changed supplier details from 046 to 045 for credit card source.

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 Invoices@txdmv.gov. 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, whichever is later.

Note: warrants will not be issued to a vendor without a current Texas Identification Number.

TxDMV Contact:

Monica C. Hernandez
 Monica.Hernandez@TxDMV.gov
 512-465-1261

Vendor Contact:

customerservice@pryor.com
 800-780-8476
 Citibank Customer Service
 1-800-950-5114

Authorized Signature

11/18/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Fred Pryor Seminars - Business Writing for Results (Event #241505); November 4, 2020; Attendee: Joy Simmons	963/64	1.0000	EA	\$139.00000	\$139.00	10/29/2020
						Schedule Total	<input type="text" value="\$139.00"/>
				ReqID:			
				0000009830			
<p>Live Online Seminar 8:00AM - 3:00PM CDT 04/Nov/2020</p> <p>First Name: Joy Last Name: Simmons Job Title: Assistant HUB Coordinator Email Address: Joy.Simmons@TxDMV.gov Telephone: 512-465-4177 Company Name: Texas Department of Motor Vehicles 4000 Jackson Ave Austin, TX 78731</p> <p>Vendor: Fred Pryor 800-780-8476 US Address: PO Box 219468 Kansas City, MO 64121</p>							
						Item Total for Line # 1	<input type="text" value="\$139.00"/>

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

11/18/2020