



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 000008923
 Summary Document ? Do Not Dispatch To Vendor

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** H **Date:** 10/29/20 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:**

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
 TRAVEL CENTRAL BILL ACCOUNT CBA PAYMENTS
 PO BOX 78025
 PHOENIX AZ 85062-8025
 United States

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

Vendor ID: 1135266470 7

Purchaser: Ryan Martin Brown
Phone:
Fax:

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Email: Ryan.Brown@txdmv.gov

Bill To Fax:
Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Star 12 training subscriptions for all RSC managers: Bryant Falconer, Patty Combs, Eric Hearon removed 10/26/20, Tyra Patton, Joanna Flores, Fetina Green, James Chesshire, Amber Wilson, Charlotte Kirk, Chuck Lee, Trinie De La Cruz, Nemy Baeza, Rene Medrano, Belinda Martin, Sarah Balderas, and Pamel Minnick.

Employee training is important for employee engagement and as part of the continuous improvement process.

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:

Adale Bishop
 adale.bishop@txdmv.gov
 (512) 465-4067

Vendor contact:

Jared Singer
 JSinger@skillpath.com
 913-363-9531

Vendor internal invoice number: 8116144

Authorized Signature

10/30/2020



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000008923
Summary Document ? Do Not Dispatch To Vendor

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
1-1	Star 12 Training Subscriptions for RSC Managers	956/85	15.0000	EA	\$299.00000	\$4,485.00	10/29/2020	
						Schedule Total	<input type="text" value="\$4,485.00"/>	
				ReqID:				
				0000009797				
Vendor information: Tax ID: 14316856518 Skillpath Seminars 6900 Squibb Road Mission, KS 66202-3247							Item Total for Line # 1	<input type="text" value="\$4,485.00"/>

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

10/30/2020