



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000009358

Payment NET30 Freight FOB Ship Via: VNDR PCC: 0 Date: 03/01/21 PO Method: IA 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: TEXAS DEPARTMENT OF PUBLIC SAFETY
CRIME RECORDS SERVICE
PO BOX 15999
AUSTIN TX 787615999
United States

Ship To: 1P08 - Dallas Region
1925 E. Beltline, Ste. 100
Carrollton TX 75006
United States

Vendor ID: 3405405405 0

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Purchaser: Amanda Leigh Maxwell
Phone: 512/465-1226
Fax:

Bill To Fax:

Email: Amanda.Maxwell@txdmv.gov

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.

Texas Department of Motor Vehicles Standard Terms and Conditions can be found at: http://www.txdmv.gov/contractors-vendors

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

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

Vendor Contact: Daniel Wilcox
Email: daniel.wilcox@dps.texas.gov
Alt Email: reprographics@dps.texas.gov
Phone: 512/424-7608

TxDMV Contact: Karen Poff
Email: karen.poff@txdmv.gov
Phone: 972/478-5212

Authorized Signature

[Handwritten signature]

03/01/2021



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Envelopes #10 window, white woven, 24# regular round gummed flap, 500/box	310/24	20.0000	BOX	\$22.00000	\$440.00	03/31/2021
						Schedule Total	<input type="text" value="\$440.00"/>
						ReqID:	
						0000010195	
Return Address: TxDMV Logo Texas Department of Motor Vehicles DALLAS REGIONAL SERVICE CENTER 1925 E. BELTLINE ROAD, SUITE 100, CARROLLTON, TEXAS 75006							
Karen Poff Email: karen.poff@txdmv.gov Phone: 972/478-5212							
						Item Total for Line # 1	<input type="text" value="\$440.00"/>

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.

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Authorized Signature

03/01/2021