



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000009586
 Purchase Order Change Notice (# 2)

Payment NET30 **Freight** FOB **Ship Via:** NA **PCC:** 0 **Date:** 05/11/21 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:** 05/24/21
Terms: **Terms:** Destination **Dispatch:** Via Print

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

Vendor: STATE BAR OF TEXAS
 PROFESSIONAL DEVELOPMENT
 LB #972298
 PO BOX 972298
 DALLAS TX 75397-0001
 United States

Ship To: 1P12 - Finance Admin Services
 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 3202202202 7

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:

POCN #2 - by Mandy Maxwell, 05/24/2021
 Added req# 10466 - R. Michelle Lingo PO (Line 5)

POCN #1: Added Req.#10424-Katherine Drummond to the PO (Line 4). Heidi Davis 5/12/2021

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>

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

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

Interagency Agreement Contract Act:

Texas Government Code, Title 7, Chapter 771

Invoice #: 051121HD

Vendor Contact: State Bar of Texas
 Roxanne Vega
 Roxanne.Vega@TEXASBAR.COM

Authorized Signature

Amanda Maxwell, Purchaser

05/24/2021



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Questions 1-800-204-2222 ext. 1826

TxDMV Contacts:

Stacey Cullen
 Stacey.Cullen@txdmv.gov
 (512) 465-4164

Mary Menoskey
 Mary.Menoskey@txdmv.gov
 (512) 465-4001

Angela Gonzalez
 Angela.Gonzalez@txdmv.gov
 (512) 465-4229

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Registration fee for Texas Bar CLE Advanced Administrative Law Course 2021 - June 10- 11, 2021	924/25	3.0000	EA	\$240.50000	\$721.50	05/11/2021

Schedule Total

ReqID:
0000010390

Attendees:

Brian Ge - 24065284
 Brian Coats - 24072999
 Karen Meisel - 24038890

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Registration fee for Texas Bar CLE Advanced Administrative Law Course 2021 - July 13- 14, 2021	924/25	3.0000	EA	\$195.50000	\$586.50	05/11/2021

Schedule Total

ReqID:
0000010390

Attendees:

Heather Pierce - 24067969
 Robert Rice - 16833900
 Dawn Burton - 24038795

Item Total for Line # 2

Authorized Signature

[Handwritten Signature]
 Purchaser

05/24/2021



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Registration fee for Texas Bar CLE Advanced Administrative Law Course 2021 - June 10- 11, 2021	924/25	1.0000	EA	\$240.50000	\$240.50	05/11/2021
						Schedule Total	\$240.50
						<u>ReqID:</u> 0000010418	
Attendees: Kirsten Ruehman-24069172						Item Total for Line # 3	\$240.50
4-1	Registration fee for TexasBar CLE Advanced Administrative Law Course 2021, June 10-11, 2021	924/25	1.0000	EA	\$240.50000	\$240.50	05/19/2021
						Schedule Total	\$240.50
						<u>ReqID:</u> 0000010424	
Attendee: Katie Drummond- 24094632						Item Total for Line # 4	\$240.50
5-1	Registration fee for TexasBar CLE Advanced Administrative Law Course 2021, June 10-11, 2021	924/25	1.0000	EA	\$240.50000	\$240.50	05/31/2021
						Schedule Total	\$240.50
						<u>ReqID:</u> 0000010466	
Attendee: Robin Michelle Lingo - 794171						Item Total for Line # 5	\$240.50

Total PO Amount \$2,029.50

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

05/24/2021



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Authorized Signature

Mr. [Signature], Purchaser

05/24/2021