



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000009718

**Payment Terms:** NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **Date:** 06/07/21 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:**

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

**Vendor:** TEXAS DEPARTMENT OF CRIMINAL JUSTICE (TD)  
 PO BOX 99  
 HUNTSVILLE TX 773420099  
 United States

**Ship To:** See Detail Below

**Vendor ID:** 3696696696 6

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

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

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

**Bill To Fax:**  
**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>

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

**The Prison Made Good Acts:**

Texas Department of Criminal Justice (TDCJ) and Texas Correctional Industries (TCI), a division of the TDCJ, Texas Government Code, Title 10, Subtitle D, Chapter 2155, Subchapter A, Sec. 2155.065 and Texas Government Code, Title 4, Subtitle G, Chapter 497, Subchapter A, Section 497.023 - 497.029)

Quote# FY21-1015  
 FY21-1016

TDCJ Contact: Kevin Gilliland/Customer Service  
 Phone: 936/437-6048  
 Email: KEVIN.GILLILAND@tdcj.texas.gov  
 Email: tci@tdcj.texas.gov

TxDMV Contact: Cynthia Cortinas  
 Email: Cynthia.cortinas@txdmv.gov  
 Phone: 361/808-3912

**Authorized Signature**

**06/07/2021**



Texas Department of Motor Vehicles  
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TXDMV Contact: Ariana Rosa  
 Phone: 956/784-6712  
 Email: ariana.rosa@txdmv.gov

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	ENVELOPES, #10, NON-WINDOW, WHITE WOVE, 24#, REGULAR ROUNDED GUMMED FLAP, 500/BOX	966/31	4.0000	BOX	\$27.00000	\$108.00	07/15/2021

**Ship To:** 1P07

**Delivery Instructions:**

602 N. Staples  
 Street  
 Corpus Christi TX  
 78401  
 United States

**Schedule Total**

**ReqID:**  
 0000010518

Return address to read: LOGO  
 Texas Department of Motor Vehicles  
 CORPUS CHRISTI REGIONAL SERVICE CENTER  
 602 N. STAPLES STREET, SUITE 130, CORPUS CHRISTI, TEXAS 78401

Cynthia Cortinas  
 Email: Cynthia.cortinas@txdmv.gov  
 Phone: 361/808-3912

**Item Total for Line # 1**

**Authorized Signature**

*[Handwritten Signature]*  
 Purchaser

06/07/2021



Texas Department of Motor Vehicles  
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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	ENVELOPES, #10, WINDOW, WHITE WOVE, 24#, REGULAR ROUNDED GUMMED FLAP, 500/BOX	966/31	10.0000	BOX	\$16.00000	\$160.00	07/15/2021
<b>Ship To:</b> 1P07		<b>Delivery Instructions:</b>					
602 N. Staples Street Corpus Christi TX 78401 United States							
						<b>Schedule Total</b>	\$160.00
						<b>ReqID:</b> 0000010518	
Return address to read: LOGO Texas Department of Motor Vehicles CORPUS CHRISTI REGIONAL SERVICE CENTER 602 N. STAPLES STREET, SUITE 130, CORPUS CHRISTI, TEXAS 78401							
Cynthia Cortinas Email: Cynthia.cortinas@txdmv.gov Phone: 361/808-3912							
						<b>Item Total for Line # 2</b>	\$160.00
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	ENVELOPES, #10, NON- WINDOW, WHITE WOVE, 24#, REGULAR ROUNDED GUMMED FLAP, 500/BOX	966/31	5.0000	BOX	\$26.00000	\$130.00	07/15/2021
<b>Ship To:</b> 1P21		<b>Delivery Instructions:</b>					
600 West Expressway 83 Pharr TX 78577 United States							
						<b>Schedule Total</b>	\$130.00
						<b>ReqID:</b> 0000010528	
Return Address to read: LOGO Texas Department of Motor Vehicles PHARR REGIONAL SERVICE CENTER 600 WEST EXPRESSWAY 83, PHARR, TEXAS 78577							
Ariana Rosa Phone: 956/784-6712 Email: ariana.rosa@txdmv.gov							
						<b>Item Total for Line # 3</b>	\$130.00

Authorized Signature

*[Handwritten Signature]*  
 Purchaser

06/07/2021



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	ENVELOPES, #10, WINDOW, WHITE WOVE, 24#, REGULAR ROUNDED GUMMED FLAP, 500/BOX	966/31	5.0000	BOX	\$18.00000	\$90.00	07/15/2021
<b>Ship To:</b> 1P21		<b>Delivery Instructions:</b>					
600 West Expressway 83 Pharr TX 78577 United States							
						<b>Schedule Total</b>	<input type="text" value="\$90.00"/>
						<b>RegID:</b> 0000010528	
Return Address to read: LOGO Texas Department of Motor Vehicles PHARR REGIONAL SERVICE CENTER 600 WEST EXPRESSWAY 83, PHARR, TEXAS 78577							
Ariana Rosa Phone: 956/784-6712 Email: ariana.rosa@txdmv.gov						<b>Item Total for Line # 4</b>	<input type="text" value="\$90.00"/>

**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

06/07/2021