



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000009960
 Purchase Order Change Notice (# 1)

Payment NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** E **Date:** 08/06/21 **PO Method:** SP **Dispatch:** Dispatch **Rev Dt:** 01/27/22
Terms: **Terms:** Destination **Via Print**

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

Vendor: CROSSWORD TRANSLATION-WOKO ENTERPRISES
 1530 AVENUE C
 Katy TX 77493-1904
 United States

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

Vendor ID: 1760530968 5

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

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Email: Mandy.Maxwell@txdmv.gov

Bill To Fax:

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

POCN# 1 - by Mandy Maxwell, 01/27/2022
 Added line 3; hearing exceeded allotted (4) hours by (1) hour. Line 3 covers (1) hour overage charge.
 Changed buyer from Samantha Lavoie to Amanda Maxwell

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.

Quantities

Quantities are estimated: TxDMV does not guarantee to purchase any minimum or maximum quantity. TxDMV reserves the right to increase or decrease the quantity(ies) of the purchases order at the same original terms and conditions. The vendor will be notified in writing by purchase order change notice of any requirements for any increased or decreased quantities.

The link to the TxDMV Terms and Conditions - <http://www.txdmv.gov/contractors-vendors>

CROSSWORD has a FORTY-EIGHT (48) Hour (business day) Cancellation Policy.

TxDMV Contact:
 Sue Russell
 sue.hernandez@TxDMV.gov
 (512) 465-5000

Authorized Signature

Mandy Maxwell, CTO/COM

01/27/2022



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Crossword Translation
 Darren Worrell
 language@crosswordtranslation.com
 Phone: 281-391-3534

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	One Arabic Interpreter for a Lemon Law Hearing on 8/18/21	961/46	4.0000	HR	\$150.00000	\$600.00	08/06/2021

Schedule Total

Contract ID:
0000009960

ReqID:
0000010668

Hearing Date: 08/18/2021
 Time: 9:00 am - 1 pm
 Hearing Location: TxDMV, Regional Service Center, 1925 E. Beltline Rd., Suite 100, Carrollton, Texas.
 Hearing Examiner: Edward Sandoval
 Case: 21-0008799 CAF - MADONNA FARAG and PETER YOUSSEF, Complainant vs. GULF STATES TOYOTA, INC., Respondent.

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Travel to and from hearing location	961/46	1.0000	EA	\$60.00000	\$60.00	08/11/2021

Schedule Total

Contract ID:
0000009960

ReqID:
0000010668

\$60.00 of flat rate charged for interpreter to travel to hearing in Carrollton.

Item Total for Line # 2

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	One Arabic Interpreter for a Lemon Law Hearing on 8/18/21 - Hearing went over by 1 hour	961/46	1.0000	EA	\$150.00000	\$150.00	02/02/2022

Schedule Total

ReqID:
0000011544

Item Total for Line # 3

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.

Authorized Signature

[Handwritten Signature]

01/27/2022



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

Authorized Signature

[Handwritten Signature]

01/27/2022