



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000010297
 Purchase Order Change Notice (# 1)

Payment NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** 0 **Date:** 10/21/21 **PO Method:** IA **Dispatch:** Dispatch **Rev Dt:** 11/17/21
Terms: **Terms:** Destination **Via Print**

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

Vendor: OFFICE OF THE ATTORNEY GENERAL
 DBA VICTIMS OF CRIME
 PO BOX 12198
 AUSTIN TX 787112198
 United States

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

Vendor ID: 3302302302 2

Purchaser: Quynh-Nhi Ge
Phone: 512/465-4193
Fax: 512/465-5641

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Email: Nhi.Ge@txdmv.gov

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

PO Information:

POCN #1
 Nhi Ge, 11/17/2021, Changed service end date to 12/1/2021.

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

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, whichever is later.

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

CANCELLATIONS

If you need to cancel for any reason, please let us know. Call the conference unit at (512) 475-4600 and email your notification to conferences@oag.texas.gov. All cancellation requests must be received two weeks before the actual conference date. If you dont let us know you are not coming to the conference, your name will stay on the roster. If you dont sign in, we will mark you as a `no-show, and the no-show policy will apply.

SUBSTITUTIONS

If you need to send a substitute in your place for any reason, please let us know. Call the conference unit at (512) 475-4600 and email your request to conferences@oag.texas.gov. You must notify us to cancel your registration and give us the name of the person that is coming in your place. Cancellations and substitution requests must be received two weeks before the actual conference date. If you dont let us know that someone else is coming in your place, your name will stay on the roster. If you dont sign in, we will mark you as a `no-show,' and the no-show policy will apply.

NO-SHOWS

All no-shows, and those who do not call and email to cancel their registration will be required to pay the full registration fee. Failure to pay the registration fee in this situation may jeopardize your opportunity to attend OAG conferences in the future.

Authorized Signature

11/17/2021



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000010297
 Purchase Order Change Notice (# 1)

For other questions or concerns, call the conference unit at (512) 475-4600.

Supplier contact information:

Kathy Ingram
 Conference Manager
 Office of the Attorney General
 State of Texas
 512.475.4600
 Kathy.Ingram@oag.texas.gov
 Pre-payment Allowed to:
 Office of Attorney General
 Conference unit, MC 027
 P.O. Box 12548
 Austin, Texas 78711-2548

TxDMV Contact: Angela Gonzalez
 Motor Vehicle Division
 Phone: 512/465-4229
 Email: Angela.Gonzalez@TxDMV.gov

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Terry Vannoy Open Records Conference Date of Conference: 11/30/2021 - 12/1/2021	963/37	1.0000	EA	\$225.00000	\$225.00	10/21/2021

Schedule Total

Contract ID:
0000010297

ReqID:
0000011145

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Katie Drummond Open Records Conference Date of Conference: 11/30/2021 - 12/1/2021	963/37	1.0000	EA	\$225.00000	\$225.00	10/21/2021

Schedule Total

Contract ID:
0000010297

ReqID:
0000011145

Katie Drummond

Item Total for Line # 2

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

11/17/2021



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000010297
Purchase Order Change Notice (# 1)

Page: 3 of 3

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

Authorized Signature

A handwritten signature in black ink, appearing to read "Diana M. C.", written over a horizontal line.

11/17/2021