



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000010300

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

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

Vendor: STATE AUDITOR'S OFFICE
 PO BOX 12067
 AUSTIN TX 787112067
 United States

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

Vendor ID: 3308308308 0

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Matthew Terrell Windham
Phone: 512/465-5808
Fax: 512/465-5641

Bill To Fax:

Email: Matthew.Windham@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.

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

Quantity(ies):

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 purchase 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 quantity(ies).

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

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

Any billing questions contact Carol Oberrender at Carol.Oberrender@sao.texas.gov or by phone at (512) 936-9400.

Any changes to registration, contact Professional Development via e-mail (ProfessionalDevelopment@sao.texas.gov) or phone (512-936-9460).

TxDMV Contact:

Authorized Signature

Matthew Windham

10/26/2021



Texas Department of Motor Vehicles
 Business Unit # 60800
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Monica Hernandez
 monica.hernandez@txdmv.gov
 (512) 465-1261

Vendor Contact:
 Jo Dale Guzman
 jodale.guzman@sao.texas.gov
 (512) 936-9500

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Course - Role of the Supervisor: Mentoring and Leading Your Team Date: 07/18/2022 Time: 8:00AM - 4:30PM CST Cancellation Date: 07/11/2022 Location: John M. Keel Learning Center in Austin, TX	924/25	1.0000	EA	\$269.00000	\$269.00	10/21/2021

Schedule Total

Contract ID:
0000010300

ReqID:
0000011151

Attendee: Jason Gonzalez
 Email: Jason.Gonzalez@TxDMV.gov
 Phone: 512-465-1331

Item Total for Line # 1

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

Matthew Windham

10/26/2021