



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000016378
Summary Document – Do Not Dispatch To Vendor

Page: 1 of 6

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** H **PO Date:** 08/05/2025 **PO End Date:** 08/15/2025 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:**
THIS DOCUMENT IS A SUMMARY DOCUMENT. ITS PURPOSE IS TO ACCUMULATE INDIVIDUAL TRANSACTION DATA. FOLLOWING RECONCILIATION, TRANSACTION LINES WILL BE COPIED TO A MULTI-VENDOR VOUCHER, PAYABLE TO CITIBANK N A.

Vendor: CITIBANK N A
COMMERCIAL CARD SETTLEMENT ACTIVITY
PROCUREMENT CARD PAYMENTS
PO BOX 78025
PHOENIX AZ 85062-8025
United States

Ship To: See Detail Below

Ship To Attention: Monica C Hernandez

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Vendor ID: 1135266470 7 045

Purchaser: Daphne Free
Phone:
Fax:

Bill To Fax:

Email: daphne.free@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Proctoring Fee	30901	963/39	1.0000	EA	\$25.00000	\$25.00	08/15/2025
<div>Ship To: 1P12</div> <div>4000 Jackson Avenue Austin TX 78731 United States</div> <div>Delivery Instructions:</div>								
<u>Contract ID:</u> 16378-1						<u>ReqID:</u> 0000016896		
							Schedule Total	\$25.00
17417348848 Lone Star College System 5000 Research Forest Drive The Woodlands, Tx 77381-4399								
Facility Name: Lonestar College Cypress Testing Center, 19710 Clay Rd #114, Katy, TX								
Attendee Joy Simmons								
							Item Total for Line # 1	\$25.00

Authorized Signature

Daphne Free, CTED, CTM

08/12/2025



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000016378
Summary Document – Do Not Dispatch To Vendor

Page: 2 of 6

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:				
2-1	Course - Contract and Procurement Fraud (Online Self-Study). Attendee: Sonja Murillo	30901	963/64	1.0000	EA	\$159.20000	\$159.20	08/15/2025				
Ship To: 1P12		Delivery Instructions:										
4000 Jackson Avenue Austin TX 78731 United States												
Contract ID: 16378-2				ReqID: 0000016963		Schedule Total <input type="text" value="\$159.20"/>						
EIN 58-1876322												
Association of Certified Fraud Examiners PO Box 79498 Atlanta, GA 30357												
Item Total for Line # 2							<input type="text" value="\$159.20"/>					

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:				
3-1	Course - Fraud in Local Government (Online Self-Study). Attendee: Sonja Murillo.	30901	963/64	1.0000	EA	\$149.60000	\$149.60	08/15/2025				
Ship To: 1P12		Delivery Instructions:										
4000 Jackson Avenue Austin TX 78731 United States												
Contract ID: 16378-2				ReqID: 0000016963		Schedule Total <input type="text" value="\$149.60"/>						
EIN 58-1876322												
Association of Certified Fraud Examiners PO Box 79498 Atlanta, GA 30357												
Item Total for Line # 3							<input type="text" value="\$149.60"/>					

Authorized Signature

Daphne J. Lee, CTED, CFM

08/12/2025



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000016378
Summary Document – Do Not Dispatch To Vendor

Page: 3 of 6

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Course - Navigating the Gray Areas: Ethical Considerations for Fraud Examiners (On-Demand Webinar). Attendee: Sonja Murillo	30901	963/64	1.0000	EA	\$79.20000	\$79.20	08/15/2025
Ship To: 1P12		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
Contract ID: 16378-2				ReqID: 0000016963		Schedule Total <div>\$79.20</div>		
EIN 58-1876322								
Association of Certified Fraud Examiners PO Box 79498 Atlanta, GA 30357								
							Item Total for Line # 4	<div>\$79.20</div>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Membership - Government Finance Officers Association of Texas (GFOAT). Term: July 1, 2025 - June 30, 2026. Members: John Ralston (ID 99488) and Eric Horn (ID Unknown)	30901	963/48	2.0000	EA	\$100.00000	\$200.00	08/15/2025
Ship To: 1P12		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
Contract ID: 16378-3				ReqID: 0000016876		Schedule Total <div>\$200.00</div>		
VID: 17521787170 Texas Municipal League (TML)/ Government Finance Officers Association of Texas (GFOAT) 1821 Rutherford Lane, Suite 400 Austin, TX 78754 USA								
Membership Term: 07/01/2024 - 06/30/2025								
							Item Total for Line # 5	<div>\$200.00</div>

Authorized Signature

Daphne Jones, CTED, CTEM

08/12/2025



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000016378
Summary Document – Do Not Dispatch To Vendor

Page: 4 of 6

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	Government and Administrative Law for Paralegals; Wednesday, August 20, 2025; 10am-1: 15pm. Webinar. Attendee: Tameka McDade, Deaven Bean, Kat Wilson, Kyla Stoddard, and Lindsay Sander	30901	963/64	5.0000	EA	\$169.00000	\$845.00	08/15/2025
Ship To: 1P14		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
Contract ID: 16378-5							RegID: 0000017119	
Schedule Total							\$845.00	
39-1768861 NBI, Inc IPE Institute for Paralegal Education P O Box 3067 Eau Claire, WI 54702 Date: August 20, 2025 Attendees: Tameka McDade Deaven Bean Kat Wilson Kyla Stoddard Lindsay Sander								
Item Total for Line # 6							\$845.00	
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	NAMVBC Conference	30201	963/37	1.0000	EA	\$400.00000	\$400.00	08/15/2025
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
Contract ID: 16378-6							RegID: 0000017172	
Schedule Total							\$400.00	
742796838 National Association of Motor Vehicle Boards And Commissions 12506 Burlywood Trl Austin, TX 78750 United States Date: 09/26/2025 to 09/26/2025 Attendee: Monique Johnston								
Item Total for Line # 7							\$400.00	

Authorized Signature

Daphne J. Lee, CTED, CTM

08/12/2025



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000016378
Summary Document – Do Not Dispatch To Vendor

Page: 5 of 6

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
8-1	NAMVBC Conference	30201	963/37	1.0000	EA	\$400.00000	\$400.00	08/15/2025
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
Contract ID: 16378-6						ReqID: 0000017172		Schedule Total <input type="text" value="\$400.00"/>
742796838								
National Association of Motor Vehicle Boards And Commissions 12506 Burlywood Trl Austin, TX 78750 United States								
Date: 09/26/2025 to 09/26/2025 Attendee: Katie Drummond								
							Item Total for Line # 8	<input type="text" value="\$400.00"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
9-1	NAMVBC Conference	30201	963/37	1.0000	EA	\$400.00000	\$400.00	08/15/2025
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
Contract ID: 16378-6						ReqID: 0000017172		Schedule Total <input type="text" value="\$400.00"/>
742796838								
National Association of Motor Vehicle Boards And Commissions 12506 Burlywood Trl Austin, TX 78750 United States								
Date: 09/26/2025 to 09/26/2025 Attendee: Brittney Kruse								
							Item Total for Line # 9	<input type="text" value="\$400.00"/>

Authorized Signature

Daphne J. Lee, CTED, CTM

08/12/2025



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000016378
Summary Document – Do Not Dispatch To Vendor

Page: 6 of 6

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
10-1	NAMVBC Conference	30201	963/37	1.0000	EA	\$400.00000	\$400.00	08/15/2025
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
Contract ID: 16378-6						ReqID: 0000017172		Schedule Total <input type="text" value="\$400.00"/>
742796838								
National Association of Motor Vehicle Boards And Commissions 12506 Burlywood Trl Austin, TX 78750 United States								
Date: 09/26/2025 to 09/26/2025 Attendee: Pippa Fabian								
							Item Total for Line # 10	<input type="text" value="\$400.00"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
11-1	NAMVBC Conference	30201	963/37	1.0000	EA	\$400.00000	\$400.00	08/15/2025
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
Contract ID: 16378-6						ReqID: 0000017172		Schedule Total <input type="text" value="\$400.00"/>
742796838								
National Association of Motor Vehicle Boards And Commissions 12506 Burlywood Trl Austin, TX 78750 United States								
Date: 09/26/2025 to 09/26/2025 Attendee: Lucie Prieto								
							Item Total for Line # 11	<input type="text" value="\$400.00"/>

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.

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

Authorized Signature

Daphne Jones, CTED, CTM

08/12/2025