



Texas Dept of Motor Vehicles
Purchase Order # 60800 0000002072
CHANGE ORDER - REPRINT

Page: 1 of 2

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **NA** PCC: **0** Date: **12/31/15** PO Method: **IA** Dispatch: **Dispatch Via Print** Rev Dt: **01/07/16**

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

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

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

Vendor ID: 3308308308

Purchaser: Rhonda Lee Gips
Phone: 512/465-4199
Fax: 512/465-5641
Email: Rhonda.Gips@txdmv.gov

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Payment
State of Texas agencies and higher education institutions will be invoiced after the course.

Interagency Agreement Contract Act TX Gov Code, Title 7, Chapter 771

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.

Employee Training Act - The training or education must be related to the duties or prospective duties of the administrator or employee TX Gov Code, Title 6, Subtitle B, Chapter 656, Subchapter A, Sec. 656.041

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.

TxDMV Contact: Sandra Vice - 512-465-4118 or Sandra.Vice@TxDMV.gov

Vendor Contact: Jo Dale Guzman - 512-936-9500 or jguzman@sao.state.tx.us

1/07/16 - Rhonda Gips
POCN 1 - Cancel entire purchase order; attendee cannot attend the class.

Authorized Signature

Rhonda Gips, CFM

01/07/2016



Texas Dept of Motor Vehicles
Purchase Order # 60800 0000002072
CHANGE ORDER - REPRINT

Page: 2 of 2

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Statistical Sampling for Tests of Controls, Compliance: Stop Over Auditing SAO Learning Center, Austin, TX Jan 26, 2016 8:30 am - 5:00 pm Attendee: Sandra Vice	924/25	1.0000	EA	399.00000	0.00	CANCEL
						Schedule Total	<input type="text" value="0.00"/>
						<u>ReqID:</u> 0000002229	
Cancellation Date: Jan 19, 2016 - Course cancellations must be made in writing to professionaldevelopment@sao.state.tx.us and should be received by the posted cancellation date; otherwise, the registrant may be charged for the course materials.							
						Item Total for Line # 1	<input type="text" value="0.00"/>

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to Shipment.

Terms and Conditions:

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

Authorized Signature

Rhonda Gips, CFM

01/07/2016