

Payment Ter	rms: NET30 Freight Terms: FOB Destination	Ship Via: <b>NA</b>	PCC: E Date: 08/19/16	PO Method: <b>D</b>	DG Dispatch: Dispatch Rev Dt: 10/20/16 Via Print						
PLEASE	PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.										
Vendor:	NEW HORIZONS COMPUTER LEARN STE 320 300 E HIGHLAND MALL BLVD AUSTIN TX 787523746 <b>United States</b>	VING CENTER OF		Ship To:	1P00 - TxDMV Warehouse 4000 Jackson Avenue Austin TX 78731 United States						
Vendor ID:	1200839056 4			Bill To:	4000 Jackson Avenue Austin TX 78731 United States						
Purchaser: Phone: Fax: Email:	Rhonda Lee Gips 512/465-4199 512/465-5641 Rhonda.Gips@txdmv.gov			Fax: 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, whichever is later.

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

TxDMV Contact Tammy Wooten - 512-465-4016 or Tammy.Wooten@TxDMV.gov

Vendor Contact Phone: 512-349-9555 Fax: 512-349-9662 Email: sales.austin@newhorizons.com

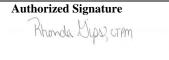
POCN 1 - 10/19/16 Cancel entire purchase order; attendee has not taken part one of the training. rg

Authorized Signature	
Rhonda Klips, crpm	
	<u>10/20/2016</u>



Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	<b>Extended Amt</b>	Due Date
1-1	New Horizons - Outlook 2013 Part 2 COURSE # 1006310726 Oct. 21, 2016 Attendee Tammy Wooten Order Number: 34016	924/25	1.0000	EA	\$295.00	\$0.00	CANCEL
						Schedule Total	\$0.00
				<u>Req</u> 0000	<u>ID:</u> 0003379		
					Iten	n Total for Line # 1	\$0.00

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.



<u>10/20/2016</u>