

| Payment Ter                            | ms: NET30 Freight Terms: FOB Ship Via: US Mail PCC: E Date:<br>Destination   | 09/09/16 PO Method: DG I | Dispatch: Dispatch Rev Dt: 11/03/16<br>Via Print                                 |  |  |  |  |  |  |  |
|--|--|--------------------------|--|--|--|--|--|--|--|--|
| PLEASE                                 | PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.                         |                          |  |  |  |  |  |  |  |  |
| Vendor:                                | TEXAS AGRICULTURAL EXT SERV<br>FISCAL OFFICE<br>PO BOX 10420<br>COLLEGE STATION TX 778420420<br><b>United States</b> | 4<br>4                   | P00 - TxDMV Warehouse<br>1000 Jackson Avenue<br>Austin TX 78731<br>Jnited States |  |  |  |  |  |  |  |
| Vendor ID:                             | 1746000537 8   | A                        | 000 Jackson Avenue<br>Austin TX 78731<br>Jnited States                           |  |  |  |  |  |  |  |
| Purchaser:<br>Phone:<br>Fax:<br>Email: | Rhonda Lee Gips<br>512/465-4199<br>512/465-5641<br>Rhonda.Gips@txdmv.gov   | Fax:<br>Email: I         | 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.

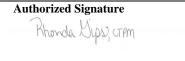
Note: Warrants will not be issued to a vendor without a current Texas Identification Number.

TxDMV Contact: Mari Aaron Henson - 512-465-1443 or Mari.Aaron@TxDMV.gov

Vendor Contact: Sarah Lazarowitz - 325-673-4822 ext. 121 or SLazarowitz@zacpubs.com

POCN 1 - 11/02/16 Issued POCN to correct the vendor identification number per vendor's request. Due to a warrant already being issued the vendor ID can't be changed until AP reverses payment. rg

POCN 2 - 11/02/16 Issued POCN 2 to correct the vendor identification number per vendor's request. rg



<u>11/03/2016</u>



| Line-Sch   | Line Description  | Class/Item | Quantity | UOM               | Unit Pri               | ce Extended Amt         | Due Date   |  |
|--|---|------------|----------|-------------------|------------------------|-------------------------|------------|--|
| 1-1  | V.G. Young Institute School<br>for County Tax Assessor-<br>Collectors Exhibit 8'x10'<br>Booth Rental                            | 971/05     | 1.0000   | LOT               | \$400.00               | \$400.00                | 09/16/2016 |  |
|  | Embassy Suites San Marcos<br>Hotel, Spa & Conference<br>Center<br>Nov. 14-16, 2016<br>Attendees:<br>Caroline Love<br>Wendy Cook |            |          |                   |                        |                         |            |  |
|  |   |            |          | <u>Req</u><br>000 | I <u>D:</u><br>0003523 | Schedule Total          | \$400.00   |  |
| Covers two (2) department representatives and attendance at all conference activities.<br>Invoice: 34-2454   |   |            |          |                   |                        |                         |            |  |
|  |   |            |          |                   |                        |                         |            |  |
| Cancellation/Refund Policy:<br>If a cancellation becomes necessary, please send notification to agriliferegister@tamu.edu. Cancellations received no later than 5 pm, Nov. 7, 2016<br>will receive a refund minus a \$65 administrative fee. The administrative fee is due for all cancellations, regardless if your payment has been<br>received. Payment is due in full if cancellation is not sent by 5 pm, Nov. 7, 2016. Substitutions are accepted. Please contact your hotel for their |   |            |          |                   |                        |                         |            |  |
| cancellation   | n/refund policy.  |            |          |                   |                        | Item Total for Line # 1 | \$400.00   |  |
| 2-1  | Registration for additional<br>staff to attend Conference<br>Attendee:<br>Mari Aaron Henson                                     | 963/64     | 1.0000   | EA                | \$50.00                | \$50.00                 | 09/16/2016 |  |
|  |   |            |          |                   |                        | Schedule Total          | \$50.00    |  |
|  |   |            |          | <u>Req</u><br>000 | <u>ID:</u><br>0003523  |                         |            |  |
|  |   |            |          |                   |                        | Item Total for Line # 2 | \$50.00    |  |
|  |   |            |          |                   |                        | Total PO Amount         | \$450.00   |  |

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.

| Authorized Signature |            |
|----------------------|------------|
| Rhonda Yipu, crpm    | 11/03/2016 |
|                      |            |





<u>11/03/2016</u>