



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000003077

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Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **US Mail** PCC: **0** Date: **09/16/16** PO Method: **IA** Dispatch: **Dispatch** Rev Dt: **Via Print**

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

Vendor: TEXAS STATE LIBRARY
STATE & LOCAL RECORDS MGMT
PO BOX 12516
AUSTIN TX 787112516
United States

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

Vendor ID: 3306306306 0

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

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

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

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

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.

Cancellation Deadline: Friday, October 21, 2016

After this date, your agency will be charged for the conference whether you attend or not. To cancel by October 21, 2016, select "Cancel" and fill in a small number of required fields.

You can send a substitute in your place if your are unable to attend. For substitutions, please complete a new attendee form for the substitute. Include a note with the original registrant's name. Then, select "Cancel" as above for the previous registrant.

TxDMV Contact:
Martin Brown - 512-465-4074 or Martin.Brown@TxDMV.gov

Vendor Contact:
512-463-7610 or rm_trng@tsl.texas.gov

Authorized Signature

Rhonda Gips, CFM

09/16/2016



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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1- 1	E-Records Conference 2016 Austin, TX November 4, 2016 8:00 am - 4:30 pm Attendee: Martin Brown	963/37	1.0000	EA	\$65.00	\$65.00	11/04/2016
						Schedule Total	<input type="text" value="\$65.00"/>
						Item Total for Line # 1	<input type="text" value="\$65.00"/>

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.

Authorized Signature

Rhonda Gips, CTM

09/16/2016