



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000003108
Purchase Order Change Notice (# 1)

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **US Mail** PCC: **E** Date: **09/23/16** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt: **09/23/16**

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

Vendor: UNITED STATES POSTAL SERVICES
HUNTSVILLE DOWNTOWN FINANCE
1315 10TH ST
HUNTSVILLE TX 77320-3800
United States

Ship To: 1P05 - Huntsville
810 FM 2821
Huntsville TX 77349
United States

Vendor ID: 1410760000 0

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Purchaser: Paula A Ramsey
Phone: 512/465-4193
Fax: 512/465-5641
Email: Paula.Ramsey@TxDMV.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

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, which-ever is later.

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

Authorized Signature

Paula Ramsey, CTM, CTM

09/23/2016



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000003108
Purchase Order Change Notice (# 1)

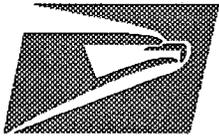
Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	PO Box Service Fee, Huntsville Caller Service, Box 4017. Period of service is 10-1-2016 through 9-30-2017. Please send warrant to Pedro Moncado to mail to Brad Beaty as soon as possible.	985/60	1.0000	YR	\$1,174.00	\$1,174.00	09/23/2016
						Schedule Total	<input type="text" value="\$1,174.00"/>
						<u>ReqID:</u> 0000003616	
Rental - PO Box 4017							
Please rush - Current rental expires on 9/30/2016. The check will need to be mailed to Brad to deliver to the post office.							
						Item Total for Line # 1	<input type="text" value="\$1,174.00"/>
						Total PO Amount	<input type="text" value="\$1,174.00"/>

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

Paula Ramsey, CTM, CTM

09/23/2016



P.O. Box Service Fee Notice
DOWNTOWN HUNTSVILLE
1315 10TH ST, HUNTSVILLE, TX 77320

WEBBATS BAT710B1

(936) 295-3037

TEXAS DEPT OF MOTOR VEHICLES
810 FM 2821 RD W
HUNTSVILLE, TX 77320

Date of Notice: 09/01/2016
Box # 4017
6 Months: \$587.00
12 Months: \$1,174.00
Due Date: 09/30/2016

Dear BRAD BEATY:

This is a friendly reminder that your Post Office Box or Caller Service renewal fee is due. If you have already paid this fee, please disregard this notice and thank you for your continued business with the United States Postal Service. If you have not yet submitted your payment, please do so now.

New!... At your location, at least one of the following enhanced services is available: Real Mail Notification (receive email or text when new mail is in your box), Street Addressing (allows private carrier package delivery) and Signature on File (easy pickup for some signature items). There is no extra charge for these enhancements. Visit your Post Office to sign up for these services today! These services do not apply to Caller Service and Group E Box customers.

For your convenience, you can sign up at www.usps.com/poboxes and renew or manage your PO Box online. You can use your credit card to make a one-time payment or sign up for automatic payments so you never miss a due date. You can also renew your PO Box at any one of our Self-Service Kiosks located at select Post Offices nationwide. Go to <http://www.usps.com/locator/welcome.htm> and look for Self-Service Kiosks to find a location near you.

As always, payments can be made at the Post Office or mailed to the attention of the Postmaster at the address indicated above. Please make checks or money orders payable to the US Postal Service and include your PO Box number and ZIP Code. If paying by mail, a receipt will be delivered to your PO Box.

Note: Caller Service can only be paid **in person** or **by mail**. Please be sure to include this notice with your remittance. Caller Service receipts will be provided at the caller service pickup window.

If your payment is not received by the due date, access to your PO Box will be blocked and caller services will be limited. If we have not received your payment by the 10th day after the due date, your PO Box service will be terminated, incoming mail will be returned to the sender, and, in addition to any unpaid monthly PO Box fees, you will be charged a handling fee to reopen your box. To avoid this inconvenience, we encourage you to renew on time.

As a reminder, your account information must be current. If your physical address or other pertinent information has changed since you applied for your PO Box, please ask a Retail Associate at your Post Office to update the filed copy of your PS Form 1093, *Application for Post Office Box Service*.

To update your information for Caller Service, you can ask a Retail Associate to update the PS 1093-C, *Application for Caller Service*.

You are a valued customer and we appreciate your business. Thank you,

POSTMASTER, HUNTSVILLE