



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000003318

Page: 1 of 2

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **NA** PCC: **0** Date: **11/17/16** 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 COMPTROLLER OF PUBLIC ACCOUNTS
TEXAS PROCUREMENT AND SUPPORT DIVISION
PO BOX 13186
AUSTIN TX 787113186
United States

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

Vendor ID: 3304304304 2

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: Texas Government 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.

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

Cancellation Policy:

On-line notification must be received at least five (5) business days prior to the class start date. The full cost of the class will be charged if the cancellation is not received within the required five (5) day period. CPA reserves the right to assess a \$50.00 cancellation fee for repeated cancelling of classes.

Refund Policy:

The class registration fee will be refunded if the cancellation notice is received within the required timeframe (see above). A \$25.00 registration processing fee will be deducted from the refund. CPA is not responsible for any expenses incurred prior to class confirmation.

TxDmv Contact:
Rhonda Gips - 512-465-4199 or Rhonda.Gips@TxDMV.gov

Vendor Contact:
512-463-5355

Authorized Signature

Rhonda Gips, CFM

11/18/2016



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Page: 2 of 2

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	CPA Texas Contract Management Certification Training UT Thompson Conference Center, Room 3.122 Apr. 25-28, 2017 8:00 am - 5:00 pm Attendee: Rhonda Gips	924/25	1.0000	EA	\$400.00	\$400.00	12/02/2016
						Schedule Total	<input type="text" value="\$400.00"/>
						ReqID: 0000003859	
						Item Total for Line # 1	<input type="text" value="\$400.00"/>

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

11/18/2016



Glenn Hegar
Comptroller of Public Accounts

[Home](#) » [Procurement](#) » [Training & Certification](#) » **[Contract Management Training - Step 4 of 4](#)**

☒ Step 4 of 4

Contract Management Registration

You are now Registered for the following: (please print this screen)

Title	Class Dates	Location	Cost	City	Billing Invoice Number
CPA TEXAS CONTRACT MANAGEMENT CERTIFICATION TRAINING	APRIL 25-28, 2017	UT Thompson Conference Center, Room 3.122	\$400	AUSTIN	09937748

Contact Information

First: Rhonda
Middle: L
Last Name: Gips
Job Title: Purchaser
Your Agency Number: 608
Agency: Texas Department of Motor Vehicles
Mailing Address: 4000 Jackson Ave.
City/State/Zip Code: Austin TX 78731
Telephone: 512-465-4199
Fax: 512-465-7532
Work E-Mail:
Rhonda.Gips@TxDMV.gov
Other E-Mail
Rhonda.Gips@TxDMV.gov

Your total comes to \$400.00

Remittance Address:

Remit checks and a copy of the confirmation/invoice to:
TPASS

Attn: Budget and Internal Accounting
P.O.Box 13186, Austin, TX 78711-3186

PO number: **60800 0000003318**

Electronic Deposit:
FEI #74-6000089
ITV RTI #302700
Agency Code: 3 304 304 304 2 008

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