



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000003338

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Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **NA** PCC: **0** Date: **11/22/16** 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: UNIVERSITY OF TEXAS AT AUSTIN
GOVERNORS CENTER FOR MANAGEMENT DEVELOPMENT
LBJ SCHOOL OF PUBLIC AFFAIRS
STE 3.306
AUSTIN TX 787034206
United States

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

Vendor ID: 3721721721 7

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:

NON-COMPLIANT PROCUREMENT

Interagency Agreement Contract Act: Texas Government Code, Title 7, Chapter 771

Employee Training Act:

The training or education must be related to the duties or prospective duties of the administrator or employee. Texas Government Code, Title 6, Subtitle B, Chapter 656, Subchapter A, Sec. 656.041

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>

TxDMV Contact:

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

Vendor Contact:

512-475-8100

Authorized Signature

Rhonda Gips, CFM

11/22/2016



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Governor's Executive Development Program (GEDP) Class XXXV 2016 Three-Week Executive Program Wk 1 - Sep. 25-30, 2016 Wk 2 - Oct. 30 - Nov. 3, 2016 Wk 3 - Dec. 5-8, 2016 Attendee: Caroline Love Invoice: 7132	963/37	1.0000	UNT	\$5,700.00	\$5,700.00	11/22/2016
						Schedule Total	\$5,700.00
						<u>ReqID:</u> 0000003854	
						Item Total for Line # 1	\$5,700.00

Total PO Amount \$5,700.00

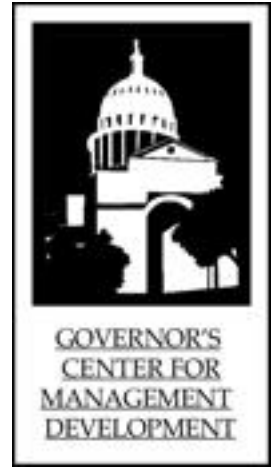
All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted unless authorized by Purchaser prior to Shipment.

Authorized Signature

Rhonda Gips, CTM

11/22/2016

INVOICE



Invoice Number: 7132

Date of Invoice: 7/21/2016

Caroline Love
Director of Government and Strategic Communications
Texas Department of Motor Vehicles
4000 Jackson Ave.
Austin, TX 78731

SEMINAR

GOVERNOR'S EXECUTIVE DEVELOPMENT
PROGRAM CLASS XXXV 2016

DATES OF SEMINAR

THREE-WEEK EXECUTIVE PROGRAM:

Week 1: September 25-30, 2016
Week 2: October 30-November 3, 2016
Week 3: December 5-8, 2016

Registrant: Caroline Love

PO Number:

Balance Due: \$5,100.00

Amount due if paid by	September 25, 2016	\$5,100.00
Amount due if paid after	September 25, 2016	\$5,700.00

Please make check payable to:
"The Governor's Center for Management Development"

Return to:

Governor's Center for Management Development
3001 Lake Austin Boulevard, Suite 3.306
Austin, Texas 78703-4204

State Vendor Identification Number: 37217217217080
Federal Tax ID Number: 746000203

If you have any questions, please contact our office at (512) 475-8100.