



**Texas Department of Insurance**  
**Purchase Order # 45400 16-0262**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **E** Date: **09/04/15** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt:

**PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS ARE LISTED AT THE END OF THE PURCHASE ORDER.**

**Vendor:** Better Business Bureau of Southeast Tx  
PO Box 2988  
Beaumont TX 77704-2988  
United States

**Ship To:** 2F0032  
7915 Cameron Road  
Austin TX 78754  
United States

**Vendor ID:** 1741466379

**Purchaser:** JoAnn Johnson  
**Phone:** 512/676-6150  
**Fax:** 512/463-6159  
**Email:** joann.johnson@tdi.texas.gov

**Bill To:** Attn: Acctng - Mail Code 108-3A  
P. O. Box 149104  
Austin TX 78714-9104  
United States

**Fax:**  
**Email:** Invoices@tdi.texas.gov

**PO Information:**

Registration Fee  
Exhibit Booth Event: Senior Celebration Consumer Expo  
Date: October 22, 2015  
Attendee: Manuel Villarreal  
Location: Beaumont Civic Center Beaumont, Texas 77704

Contact: Debbie Bridgeman, Communications Director  
Phone: 409-835-5951 Ext. 117  
Email: debbiebridgeman@bbbsetexas.org

TDI has determined an advance payment is required due to the following circumstances. A state agency may make an advance payment to a vendor who is selling specialized or proprietary goods or services to the agency if the vendor requires the payment to be made in advance. (Reference State of Texas Purchase Policies and Procedures Guide, Chapter 2, Section 2.002)

**Authorized Signature**

*JoAnn Johnson, CFP*

**09/04/2015**



**Texas Department of Insurance**  
**Purchase Order # 45400 16-0262**

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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1- 1	Exhibit Booth Event: Senior Celebration & Consumer Expo Date: October 22, 2015 Attendee: Manuel Villarreal Location: Beaumont Civic Center Beaumont, Tx.	963/64	1.0000	EA	225.00000	225.00	09/11/2015
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Schedule Total

ReqID:  
0000013860

Exhibit Booth Event: Senior Celebration Consumer Expo  
 Date: October 22, 2015  
 Attendee: Manuel Villarreal  
 Location: Beaumont Civic Center Beaumont, Texas

Note to purchasing: Please see attachments. Please forward the forms below to Legal.  
 -Senior Celebration Consumer, Booth Reservation Agreement  
 -Exhibitors Rules and Regulations Form

Exhibit booths are assigned on a first-come first-served basis. Registration Deadline: Friday, August 28, 2015.

Vendor requires prepayment to be received by Friday, August 28, 2015 or sooner.

Make check payable to:  
 Better Business Bureau Serving Southeast Texas  
 Senior Celebration Consumer Expo

Please mail check and completed form to:  
 Better Business Bureau Serving Southeast Texas  
 Senior Celebration Consumer Expo  
 P.O. Box 2988  
 Beaumont, TX 77704

For additional information:  
 Contact: Debbie Bridgeman, Communications Director  
 Phone: 409-835-5951 ext. 117  
 Email: debbiebridgeman@bbbsetexas.org

Item Total for Line # 1

Total PO Amount

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

Authorized Signature

*Jean Johnson, CFP*

09/04/2015



**Texas Department of Insurance**  
**Purchase Order # 45400 16-0262**

**Terms and Conditions:**

The Purchase Order Terms and Conditions can be found at:

<http://www.tdi.texas.gov/general/aspurch.html>

**Authorized Signature**

*Jean Johnson, CFP*

**09/04/2015**