



**Texas Department of Insurance**  
**Purchase Order # 45400 16-0529**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **E** Date: **10/20/15** 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:** ADVANCED OFFICE SYSTEMS INC  
10692 HADDINGTON DR  
HOUSTON TX 770433229  
United States

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

**Vendor ID:** 1741869908

**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:**

Invoicing. To ensure prompt payment, the vendor must include the following information on all invoices: (1) the above reference PO Number, (2) the above referenced Vendor ID No., and (3) any other relevant information that will confirm purchase. Failure to comply may delay payment process or cause invoice to be returned.

Certification. The terms of the contract are considered complete and payment can be made when the terms and conditions of the order have been met and the goods and/or services have been certified

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

Attachment "A-1" Terms and Conditions become part of this Purchase Order.

**Authorized Signature**

**10/21/2015**



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	2 cases of KA2520004 Kardex Case File Jackets (TAN) \$500.00 ea. = \$1000.00 Refer to PR # 12788 / PO # 8646  Requested by Diane Farnsworth	615/37	2.0000	EA	538.00000	1076.00	10/23/2015
						<b>Schedule Total</b>	<input type="text" value="1076.00"/>
						<b>ReqID:</b> 0000014491	
						<b>Item Total for Line # 1</b>	<input type="text" value="1076.00"/>
2- 1	Shipping	962/84	1.0000	EA	80.00000	80.00	10/23/2015
						<b>Schedule Total</b>	<input type="text" value="80.00"/>
						<b>ReqID:</b> 0000014491	
						<b>Item Total for Line # 2</b>	<input type="text" value="80.00"/>
						<b>Total PO Amount</b>	<input type="text" value="1156.00"/>

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**Terms and Conditions:**  
 The Purchase Order Terms and Conditions can be found at:  
<http://www.tdi.texas.gov/general/aspurch.html>

**Authorized Signature**  
  
**10/21/2015**