



Texas Department of Insurance
Purchase Order # 45400 16-1030

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **E** Date: **02/04/16** 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: COMPLETE BOOK & MEDIA SUPPLY INC
 715 DISCOVERY BLVD STE 301
 CEDAR PARK TX 786132289
 United States

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

Vendor ID: 1742852244

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:

The Gregg Reference Manual: 9780073397108, A Manual of Style, Grammar, Usage, and Formatting Tribute Edition

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.

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	The Gregg Reference Manual: A Manual of Style, Grammar, Usage, and Formatting Tribute Edition for Tu-Anh Perez	715/10	1.0000	EA	116.86000	116.86	02/15/2016
						Schedule Total	<input type="text" value="116.86"/>
					ReqID: 0000015042		
						Item Total for Line # 1	<input type="text" value="116.86"/>
						Total PO Amount	<input type="text" value="116.86"/>

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

Joann Johnson, CFP

02/04/2016



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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

Jean Johnson, CFP

02/04/2016