



**Texas Department of Insurance**  
**Purchase Order # 45400 16-1248**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **H** Date: **03/10/16** 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:** Citibank  
 Travel Central Bill Acct CBA Payments  
 PO Box 183173  
 Columbus OH 43218-3173  
 United States

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

**Vendor ID:** 1460358360

**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:**

"Professional Ethics for Texas CPA's (4 Hours)" required training for CPA license renewal for Greg Royal.  
 512-676-6200  
 Email:greg.royal@tdi.texas.gov

ORDER#288581  
 800-627-7310 Betty

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).

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	"Professional Ethics for Texas CPA's (4 Hours)" required training for CPA license renewal for Greg Royal.	924/25	1.0000	EA	60.00000	60.00	03/16/2016
						<b>Schedule Total</b>	<input type="text" value="60.00"/>
						<u>ReqID:</u> 0000015280	
Employee needs this ethics training by 4/8/16 to meet renewal deadline. See attached documentation for online register.						<b>Item Total for Line # 1</b>	<input type="text" value="60.00"/>
						<b>Total PO Amount</b>	<input type="text" value="60.00"/>

**Authorized Signature**

*Joann Johnson, CPA*

**03/10/2016**



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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.

**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*

**03/10/2016**