



Texas Department of Insurance
Purchase Order # 45400 16-1314

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **H** Date: **03/22/16** 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: 2M0001
 7551 Metro Center Drive, Suite 100
 Austin TX 78744
 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:
 Registration Fee for Brent Hatch
 Driver's Safety Online Training

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	Driver's Safety Online Training	963/64	1.0000	EA	25.00000	25.00	03/22/2016
						Schedule Total	<input type="text" value="25.00"/>
<u>ReqID:</u> 0000015376							
Brent Hatch is required to take a Driver's Safety Training Class in order to maintain a "qualified" driving status since his job requires him to travel 15% of the time.							
This is the website for the online class he has chosen: http://www.comedycoursetexas.com/ Cost of training: \$25							
Brent's contact information, if needed, is: cell phone: (512) 921-0632 office phone: x32410 in Midland F.O.							
						Item Total for Line # 1	<input type="text" value="25.00"/>

Authorized Signature

 03/22/2016



Texas Department of Insurance
Purchase Order # 45400 16-1314

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.

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

03/22/2016