



Texas Department of Insurance
Business Unit # 45400
Purchase Order # 17-0285
Purchase Order Change Notice (# 1)

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **H** Date: **09/08/16** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt: **09/08/16**

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE 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 - Metro Office
 7551 Metro Center Drive, Suite 100
 Austin TX 78744
 United States

Vendor ID: 1460358360 1

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

Purchaser: Andrea Toscano
Phone: 512/676-6142
Fax: 512/463-6159
Email: andrea.toscano@tdi.texas.gov

Fax:
Email: Invoices@tdi.texas.gov

PO Information:

Quantities are estimated: TDI does not guarantee to purchase any minimum or maximum quantity. TDI reserves the right to increase or decrease the quantity(ies) of the purchase order at the same original terms and conditions. The vendor will be notified in writing by purchase order change notice of any requirements for any increased or decreased quantity(ies).
 Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes shall be in the scope of original work. No verbal change orders will be permitted. All Purchase Order Change Notice (POCN) will be issued by TDI Purchasing Section.

Funding to cover OSHA 10-hour course completion cards for the beginning of fiscal year 2017.

09/08/2016
 POCN #1: Change was made to add comments.

| Line-Sch | Line Description | Class/Item | Quantity | UOM | Unit Price | Extended Amt | Due Date |
|----------|--|------------|----------|-----|----------------------|--------------------------------|---|
| 1- 1 | Funding to cover OSHA 10-hour course completion cards. | 946/70 | 1.0000 | EA | \$3,600.00 | \$3,600.00 | 09/08/2016 |
| | | | | | | Schedule Total | <input type="text" value="\$3,600.00"/> |
| | | | | | ReqID: 0000016610 | | |
| | | | | | | Item Total for Line # 1 | <input type="text" value="\$3,600.00"/> |
| | | | | | | Total PO Amount | <input type="text" value="\$3,600.00"/> |

Authorized Signature

Andrea Toscano

09/08/2016



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

The Purchase Order Terms and Conditions can be found at:

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

Authorized Signature

Andrea Toscano

09/08/2016