



**Texas Department of Insurance**  
**Purchase Order # 45400 16-0401**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **E** Date: **09/28/15** 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:** 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:**

Registration fee of \$125.00 for Chrystal O'Connor to attend Justice James A Baker Guide to the Basics of Law Practice course on 10/26/2015.

Attendance of this course is mandatory for all newly licensed attorneys in Texas.  
See Line 1 attachment for Texas Supreme Court order setting out this requirement.

Contract Monitor: Liz Morris  
Contract Administrator: Dana Burton  
Attendance of this course is mandatory for all newly licensed attorneys in Texas.  
See Line 1 attachment for Texas Supreme Court order setting out this requirement.

NOTE TO BUYER: REGISTRATION DEADLINE IS 10/22/2015. REGISTRATION FEE INCREASES TO \$140 TWO WEEKS PRIOR TO THE COURSE (10/12/2015). A purchase order is sufficient for registration.  
Line 1 includes \$5.00 processing Fee

**Authorized Signature**

*JoAnn Johnson, CFP*

**09/28/2015**



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**Purchase Order # 45400 16-0401**

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Registration fee of \$125.00 for Chrystal O'Connor to attend Justice James A Baker Guide to the Basics of Law Practice course on 10/26/2015.	963/64	1.0000	EA	130.00000	130.00	09/30/2015
						<b>Schedule Total</b>	<input type="text" value="130.00"/>
						<b>ReqID:</b> 0000014363	
Vendor: Texas Center for Legal Ethics P.O. Box 12487 Austin, TX 78711-2487						<b>Item Total for Line # 1</b>	<input type="text" value="130.00"/>
						<b>Total PO Amount</b>	<input type="text" value="130.00"/>

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*  
**09/28/2015**