



**Texas Department of Insurance**  
**Purchase Order # 45400 16-0896**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **H** Date: **01/14/16** 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:**

Exhibit booth fee: Outreach Vendor Registration Form  
Date: February 5th, 2016  
Attendee: Falecia Rivers

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).

**Authorized Signature**

*JoAnn Johnson, CFP*

**01/14/2016**



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Exhibit booth fee: Outreach Vendor Registration Form Date: February 5th, 2016 Attendee: Falecia Rivers	963/64	1.0000	EA	50.00000	50.00	01/22/2016
						<b>Schedule Total</b>	<input type="text" value="50.00"/>
						<b>ReqID:</b> 0000014949	
See Below:							
Exhibit booth fee: Outreach Vendor Registration Form Date: February 5th, 2016 Location: Norris Conference Center, 2525 W. Anderson Lane, Austin, Texas 78757 Attendee: Falecia Rivers							
Note to purchasing: Please see attachments.							
Exhibit booths are assigned on a first-come first-served basis.							
Vendor requires prepayment to be received by Friday, January 29, 2016 or sooner.							
Make check payable to: SOTX SFSN							
Please mail check and completed registration form to: Mike Sullivan, special Olympics Texas Statewide Director of Families and Outreach Attn: Jody Foshee 7715 Chevy Chase Dr. Suite 120 Austin, Texas 78752							
						<b>Item Total for Line # 1</b>	<input type="text" value="50.00"/>

**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**  
  
**01/14/2016**