



**Texas Department of Insurance**  
**Purchase Order # 45400 16-1050**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **A** Date: **02/09/16** 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:** SHARON RUTH PIKE DBA CAPITOL RUBBER STAM  
 3314 S CONGRESS AVE  
 AUSTIN TX 787046441  
 United States

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

**Vendor ID:** 1742480068

**Purchaser:** James Ray Kelldorf  
**Phone:** 512/676-6149  
**Fax:** 512/463-6159  
**Email:** james.kelldorf@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:**

Invoicing: To ensure prompt payment, the vendor must include the following information on all invoices: (1) the above reference PO Number, (2) the above referenced Vendor ID No., and (3) any other relevant information that will confirm purchase. Failure to comply may delay payment process or cause invoice to be returned.

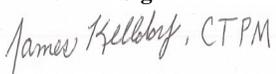
Certification. The terms of the contract are considered complete and payment can be made when the terms and conditions of the order have been met and the goods and/or services have been certified. Attachment "A-1" Terms and Conditions become part of this Purchase Order.

\*\*\*\* Our accounting department is going paperless. Invoices may be emailed to invoices@tdi.texas.gov\*\*\*\*

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.

Phone quote 2/10/16  
 STAMP: \$19.00 EA X 2  
 SHIPPING: \$7.00 for both stamps /2 : \$3.50 EA  
 PO Total of \$45.00 includes shipping costs.

**Authorized Signature**  
  
 James Kelldorf, CTPM  
**02/10/2016**



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Notary stamp: Without Bond For: Carolyn A Pursley Term of service date: Expires 02/17/2020 Notary ID #: 5999306	615/77	1.0000	EA	22.50000	22.50	02/25/2016
						<b>Schedule Total</b>	22.50
						<u>ReqID:</u> 0000015085	
New stamp for renewal of appointment as notary, necessary for job duties as Open Records Liaison.						<b>Item Total for Line # 1</b>	22.50
2- 1	Notary stamp: Without Bond For: Lin S. Gonzalez Term of service date: Expires 03/10/2020 Notary ID #: 126442349	615/77	1.0000	EA	22.50000	22.50	02/25/2016
						<b>Schedule Total</b>	22.50
						<u>ReqID:</u> 0000015085	
New stamp for renewal of appointment as notary, necessary for job duties as swearing in Peace Officers.						<b>Item Total for Line # 2</b>	22.50
						<b>Total PO Amount</b>	45.00

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**  
*James Kellogg, CTPM*  
 02/10/2016