



Tx Department of Banking  
 Business Unit # 45100  
 Purchase Order # 25-035  
 Purchase Order Change Notice (# 1)

**Payment Terms:** NET30    **Freight Terms:** Prepaid & Allowed    **Ship Via:** STANDARD    **PCC:** X    **PO Date:** 09/26/2024    **PO End Date:**    **PO Method:** DG    **Dispatch:** Dispatch Via Email10/07/2024    **Rev Dt:**

**PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.**

**Vendor:** STAPLES  
 PO BOX 660409  
 DALLAS TX 75266-0409  
 United States

**Ship To:** AHQ\_10 - Austin Headquarters  
 2601 N. Lamar  
 Austin TX 78705  
 United States

**Vendor ID:** 1042896127 9 012

**Bill To:** 2601 N. Lamar  
 Austin TX 78705  
 United States

**Purchaser:** Christopher Eugene Wood  
**Phone:**  
**Fax:**

**Bill To Fax:**

**Email:** Christopher.Wood@dob.texas.gov

**Bill To Email:** invoices@dob.texas.gov

**PO Information:**  
 Service Period: 9/1/2024 through 8/31/2025  
 Contract #: 615-C1  
 Best Value: Purchasing from this contract through Texas Smartbuy reduces the time to place the order and receive supplies in a timely manner.  
 Change Order 1: 10-7-2024 - Corrected vendor information. -cwood

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Office Supplies, As Needed	49020	620/10	1.0000	LOT	\$2,000.00000	\$2,000.00	09/26/2024
<b>Schedule Total</b>							\$2,000.00	
<b>Item Total for Line # 1</b>							\$2,000.00	

**Total PO Amount** \$2,000.00

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.

**Authorized Signature**

10/07/2024