



CREDIT INFORMATION TERMS AND CONDITIONS

Note:

A ROUND ROCK CITY PURCHASE ORDER IS REQUIRED FOR ALL CITY PURCHASES.
Invoices submitted for payment, which do not reference an active city purchase order number or current city approved contract number, will be returned unprocessed. Payments for invoices sent to any address other than Accounts Payable will be delayed.

Purchasing Department Address:

City of Round Rock
C/O Round Rock Purchasing Department
221 E. Main Street
Round Rock, TX 78664-5299
Phone: (512) 671-2861
Fax: (512) 218-5442

Accounts Payable Address:

City of Round Rock
Attn: Acct Payable
221 E Main Street
Round Rock, TX 78664-5299
Phone: (512) 218-5440
Fax: (512) 218-5442

TAXES EXEMPT **Tax-Exempt Certification to follow**
Federal ID #: 74-6017485
Type of Business (Corporation): City Government (Municipality)
Date Established: May 27, 1851
Bank Reference: Chase Bank

Credit References:

Partners Remodeling Restoration & Waterproofing 3219 Harper's Ferry Ln Austin, TX 78745 Attn: Daniel Besa Bus: 512-825-3950	Marathon Fitness P.O. Box 17705 Sugar Land, TX 7496 Attn: Paul Croegart Bus: 281-565-2307	Ferguson Enterprises Inc. 200 Park Central Blvd. Georgetown, TX 78626 Attn: James Green Bus: 512-591-2587
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City Shipping & Payment Terms:

Authorized City Representatives can be confirmed by contacting the Purchasing Department

FOB:

Destination


Payment Terms:

Notwithstanding any other provision of this Credit Application and Account Payment, Discount & Warranty Policy, the City of Round Rock will abide by the following Prompt Payment Policy:

1. **PROMPT PAYMENT POLICY:** Payments will be made within thirty days after the City receives the supplies, materials, equipment, or the day on which the performance of services was completed or the day on which the City receives a correct invoice for the supplies, materials, equipment or services, whichever is later. The Contractor may charge a late fee (fee shall not be greater than that which is permitted by Texas law) for payments not made in accordance with this prompt payment policy; however, this policy does not apply to payments made by the City in the event:
 - 1.1. There is a bona fide dispute between the City and Contractor concerning the supplies, materials, services or equipment delivered or the services performed that causes the payment to be late; or
 - 1.2. The terms of a federal agreement, grant, regulation, or statute prevent the City from making a timely payment with Federal Funds; or
 - 1.3. There is a bona fide dispute between the Contractor and a subcontractor or between a subcontractor and its suppliers concerning supplies, material, or equipment delivered or the services performed which caused the payment to be late; or
 - 1.4. The invoice is not mailed to the City in strict accordance with instructions, if any, on the purchase order or agreement or other such contractual agreement.

Individual Personal Guaranty:

This public agency does not have ownership in the City of Round Rock and therefore, cannot make any personal guarantees over the City's debt.


Purchasing Manager

4.22.21
Date