

Lamb County District Court

TO ACCESS AN INTERPRETER

1. DIAL: **1-866-874-3972**
2. PROVIDE: **Client ID 509683**
3. INDICATE: **Language**

Document the interpreter name and ID number for reference.
Brief the interpreter and give any special instructions.

IMPORTANT INFORMATION:

WORKING WITH AN INTERPRETER – At the beginning of the call, briefly tell the interpreter the nature of the call. Speak directly to the limited English proficient individual, not to the interpreter, and pause at the end of a complete thought. Please note, to ensure accuracy, your interpreter may sometimes ask for clarification or repetition.

3-WAY CALL – Use the conference feature on your phone, and follow the instructions above to connect to an interpreter. If you are initiating the call, get the interpreter on the line first, then call the limited English proficient individual. If you are receiving a call, ask the caller to “Please Hold,” and then conference in the interpreter.

LANGUAGELINE DUAL HANDSET PHONE – If you have a LanguageLine Dual handset phone, lift the handset and press the pre-programmed button to dial, then follow the prompts. Once connected to an interpreter, give the second handset to the limited English proficient individual.

CUSTOMER SERVICE – To provide feedback, commend an interpreter, or report any service concerns, call 1-800-752-6096 or go to www.LanguageLine.com and click on the “Customer Service” tab, scroll to “Provide Feedback” and complete a “Voice of the Customer” form.

Appendix D to DIR-TSO-4151 Over-the-Phone Charges and Options

Language Line Services, Inc.
A LanguageLine Solutions Company

CUSTOMER NAME: (Parent Company): State of Texas DIR-TSO-4151

CUSTOMER NUMBER 1027

CLIENT NAME LAMB COUNTY DISTRICT COURT

Enterprise Contract: Yes

ENROLLMENT FEE:

- One time set up fee for each client identification number, which includes a detailed monthly electronic statement.....(Waived) \$275
- Each subsequent client identification number with corresponding statement.....(Waived) \$125
- Custom 800 line.....(Waived) \$150
- Custom Greetings.....(Waived) \$50

MONTHLY FEE:

- Monthly minimum applied against usage per client identification number.....(Waived) \$100
- Custom 800 line maintenance.....(Waived) \$100
- Custom greeting maintenance.....(Waived) \$10

PER MINUTE USAGE CHARGES/RATES:

- Price per minute for Language Line Services is based on the language requested and time of day.

TIERS	LANGUAGES	PEAK*	NON-PEAK**
Tier 1	Spanish	\$.58	\$.58
Tier 2	Chinese (Mandarin and Cantonese), French Japanese, Polish, Russian, Vietnamese	\$.63	\$.63
Tier 3	Armenian, Cambodian, German, Haitian Creole, Italian, Korean, Portuguese	\$.63	\$.63
Tier 4	Farsi, Tagalog, Thai, Urdu and all other languages.	\$.63	\$.63
Medical and Court Certified .all languages		\$.86	\$.86

- * Peak = 8 a.m. - 5 p.m. Monday – Friday
- ** Non-Peak = 5 p.m. - 8 a.m. Monday - Friday, weekends, and holidays (New Year's Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas).
- There is no charge for standard toll-free access to Language Line Services.
- Per minute rates do not include international calls.

Client's Initials: FK

Appendix D to DIR-TSO-4151 Over-the-Phone Charges and Options

Language Line Services, Inc.
A LanguageLine Solutions Company

BILLING FEE:

- Paper Bill(Waived) \$1.75
- Electronic Bill FREE
- Hierarchical Bill / Month(Waived) \$15
- Electronic Payment(Waived) \$25

REPORTING/INVOICING FEE:

- Historical Invoices up to 90 days FREE
- Historical Invoices over 90 days(Waived) \$25

CUSTOM REPORT FEE:

- Monthly Fee to receive custom report(Waived) \$25
- Creation Fee per hour(Waived) \$250

TRAINING/AWARENESS ASSISTANCE AND MATERIALS (prices subject to change):

- Training / Awareness assistance (telephone/per session)(Waived) \$50
- Training / Awareness assistance (on site per day/per person)(Waived) \$400
- Quick Reference Guides and Wallet Cards (0-50) FREE
- Quick Reference Guides and Wallet Cards (each additional set of 50)(Waived) \$30
- Language ID Cards (each set of 50)(Waived) \$30
- Desk Top Displays (each)(Waived) \$6.25
- Posters (each)(Waived) \$6.25
- In language marketing tools and "hold please" training kits(Waived) \$25
- Customized Reference and Support Materials Development (per hour)(Waived) \$175

INTERPRETATION APPOINTMENT FEE (for languages other than the top nine scheduled languages):

Applied per dial out (waived) \$105

INTERPRETER APPOINTMENT CANCELLATION FEE:

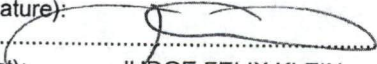
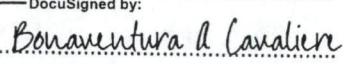
(Applicable if cancelled within 24 hours of the appointment time.):

- Spanish(Waived) \$200
- All other languages(Waived) \$250

FCC SURCHARGE AND FEES: Fees to third party telecommunications service providers that LLS has or will pay to these third parties: surcharges, fees, taxes, payments to the Universal Service Administrative Company (USAC).

Fee applied for each dial out request in the North American Dial Plan (NADP) (waived) \$6.00

PLEASE NOTE: The DIR Contract Appendix C Pricing Index and this document reflects pricing for your account. This document must be signed by an authorized representative from your company. Pricing is only final upon a signature by an authorized officer of Language Line Services.

		Language Line Services, Inc.	
Customer Name: TTUHSC Managed Care		Prepared by: Kelly Mistry	Tel No: 806-385-4222
Accepted by (signature): 		Accepted by (signature): 	DocuSigned by:
Name (type or print): JUDGE FELIX KLEIN		Name: Bonaventura A. Cavallone	43C...
Title (type or print): DISTRICT JUDGE		Title: CFO	
Date: JUNE 24, 2019		Date: 6/27/2019	

Appendix F to DIR-TSO-4151
Subscribed Interpretation Customer Contact and Profile

Language Line Services, Inc.
A LanguageLine SolutionsSM Company

PARENT Company: State of Texas (1027) Contract #DIR-TSO-4151

ORGANIZATION NAME/LOCATION FOR THIS ACCOUNT: LAMB COUNTY DISTRICT COURT

OPERATIONS CONTACT

Name: FELIX KLEIN Title: DISTRICT JUDGE

Telephone 806-385-4222 Fax 806-385-3554

E-Mail: 154districtcourt@co.lamb.tx.us

Address: 100 6th Drive, Room 211

City Littlefield State/Province Zip/Postal 79339

BILLING CONTACT same as operations contact

Name GINA JONES Title AUDITOR

Telephone 806-385-4222 EXT 218 Fax 806-385-6485

E-Mail gjones@nts-online.net

Address 100 6TH DRIVE, ROOM B09

City Littlefield State/Province Zip/Postal 79339

TECHNICAL CONTACT same as billing contact same as operations contact

Name Title

Telephone Fax

E-Mail

Address

City State/Province TX Zip/Postal Code

PUBLIC RELATIONS CONTACT same as billing contact same as operations contact

Internal PR Contact PR Firm Company Name Title

Telephone Fax

E-Mail

Address

City State/Province Zip/Postal Code

The following information is requested to create a customer profile of your organization. Under your industry, please check all activities that best describe your operations requiring language interpretation. The profile information is very important and will be used to better serve your interpretation needs. All the information that you provide is kept strictly confidential.

FINANCIAL

- Bank
 - Branch & Telephone Banking
 - Online/Interactive Banking
- Collections
- Consumer Credit
 - Auto Finance
 - Credit Card
 - Mortgage/Home Equity
 - Personal Loans/Credit
- Fraud/Loss/Stolen
- Personal Investment (retirement, annuities)
- Telesales
- Technical Support
- Trust/Asset (benefit/retirement plan)
- Other:

GOVERNMENT

- Corrections
- Court
- Disaster Relief
- Employment
- Health and Human Services (Medical)
- Immigration
- Insurance
- Labor
- Military (Coast Guard, etc.)
- Postal Services
- Poison Control
- Public Safety
 - 311 Non-Emergency
 - 911 Emergency
 - Police/EMS
- Tax Services
- Transit (public transportation, vehicle services, etc.)
- Utilities (water, gas, electricity)
- Other: Education

INSURANCE

- Claims Handling
 - Commercial Property/Auto
 - Group Health
 - Group Life
 - Homeowner
 - Personal Auto
 - Personal Health
 - Personal Life
 - Worker's Compensation
- Customer Service
- Sales
- Underwriting
- Other:

MANUFACTURING

- Consumer
- Market Research
- Product Registration
- Purchase/Resale of Equipment
- Sales Call
- Technical/Product Support
- Technician
- Telemarketing/Catalog
- Warranties/Service Calls
- Other:

MEDICAL/HEALTH CARE

- Appointments
- Call Center
- Emergency Room
- General Patient Care
- HMO
- Information Surveys
- Pharmacy
- Professional Consultation
- Medical Claims/Billing
- Social Services
- Telemarketing
- Other:

PUBLIC UTILITIES

- Billing/Collections
- Customer Service
- Telemarketing
- Other:

TELECOMMUNICATIONS

- Billing (credit/collections, etc.)
- Card Service (phone, calling card, credit card)
- Customer Service (post-sales activities)
- Fraud (fraudulent or annoyance investigation)
- Operator Service
- Repair
- Sales (sales support, activation)
- Technical Support
- Telemarketing
- Other:

TRANSPORTATION/TRAVEL/HOSPITALITY

- Customer Service
- Operations
- Reservation
- Other:

MISCELLANEOUS

- Consulting
- Entertainment
- Legal
 - Private Law Firm
 - Private Paralegal Services
- Non-profit Organization
- Real Estate
- Retail
- Other:

24-HOUR CALL BACK NUMBER: 806-385-4222 ext 251

The number you provide will be called to reach your agent directly in the event you accidentally hang up on your limited English-speaking customer. We will make every attempt to provide excellent customer service on your behalf.

The number of employees who will be trained to use the interpreter service (estimated): 2

Standard Industry Classification (SIC Code), if known:

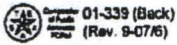
Tax Exempt: Yes No If yes, please include a copy of tax exempt letter or certificate with application.

If applicable please include a copy of your Purchase Order.

If you have questions about this form:

E-mail: customerservice@languageline.com
 Call: 1 800 752-6096
 Fax: 1 800 821-9040

Customer Name: Language Line Services, Inc.
 Approver Signature: _____ Approver Signature: _____
 Approver Name: _____ Approver Name: _____
 Approver Title: _____ Approver Title: _____
 Date: _____ Date: _____



TEXAS SALES AND USE TAX EXEMPTION CERTIFICATION

Name of purchaser, firm or agency LAMB COUNTY	
Address (Street & number, P.O. Box or Route number) 100 6TH DRIVE RM B09	Phone (Area code and number) 806-385-4222 EXT 218
City, State, ZIP code LITTLEFIELD, TX 79339	

I, the purchaser named above, claim an exemption from payment of sales and use taxes (for the purchase of taxable items described below or on the attached order or invoice) from:

Seller: _____

Street address: _____ City, State, ZIP code: _____

Description of items to be purchased or on the attached order or invoice:

Purchaser claims this exemption for the following reason:

COUNTY GOVERNMENT

I understand that I will be liable for payment of all state and local sales or use taxes which may become due for failure to comply with the provisions of the Tax Code and/or all applicable law.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate, and depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

sign here	Purchaser <i>Rene Cui</i>	Title <i>Auditor Assistant</i>	Date

NOTE: This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.
THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.
 Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

This certificate should be furnished to the supplier. Do not send the completed certificate to the Comptroller of Public Accounts.

11 Helpful Tips for Working with an Over-the-Phone Interpreter

1. **BRIEF THE INTERPRETER** - Identify the name of your organization to the interpreter, provide specific instructions of what needs to be done or obtained and let him/her know whether you need help with placing a call. If you need the interpreter to help you place a call to the limited English proficient (LEP) customer, you may ask the interpreter for a dial-out. There is a limited amount of time allotted for placing a dial-out once the interpreter is on the phone. Therefore, it is important that you provide a brief introduction and specific instructions to the interpreter in a timely manner.
2. **SPEAK DIRECTLY TO THE CUSTOMER** - You and your customer can communicate directly with each other as if the interpreter were not there. The interpreter will relay the information and then communicate the customer's response directly back to you.
3. **SPEAK NATURALLY, NOT LOUDER** - Speak at your normal pace, not slower.
 - **SEGMENTS** - Speak in one sentence or two short ones at a time. Try to avoid breaking up a thought. Your interpreter is trying to understand the meaning of what you're saying, so express the whole thought if possible. Interpreters will ask you to slow down or repeat if necessary. You should pause to make sure you give the interpreter time to deliver your message.
 - **CLARIFICATIONS** - If something is unclear, or if the interpreter is given a long statement, the interpreter will ask you for a complete or partial repetition of what was said, or to clarify what the statement meant.
4. **ASK IF THE LEP UNDERSTANDS** - Don't assume that a limited English-speaking customer understands you. In some cultures a person may say 'yes' as you explain something, not meaning they understand, but rather they want you to keep talking because they are trying to follow the conversation. Keep in mind that a lack of English does not necessarily indicate a lack of education.
5. **DO NOT ASK THE INTERPRETER FOR THEIR OPINION** - The interpreter's job is to convey the meaning of the source language and under no circumstances may he or she allow personal opinion to color the interpretation. Also, do not hold the interpreter responsible for what the customer does or does not say. For example, when the customer does not answer your question.
6. **EVERYTHING YOU SAY WILL BE INTERPRETED** - Avoid private conversations. Whatever the interpreter hears will be interpreted. If you feel that the interpreter has not interpreted everything, ask the interpreter to do so. Avoid interrupting the interpreter while he/she is interpreting.
7. **AVOID JARGON OR TECHNICAL TERMS** - Don't use jargon, slang, idioms, acronyms or technical medical terms. Clarify unique vocabulary and provide examples if they are needed to explain a term.
8. **LENGTH OF INTERPRETATION SESSION** - When you're working with an interpreter the conversation can often take twice as long compared with one in English. Many concepts you express have no equivalent in other languages, so the interpreter may have to describe or paraphrase many terms you use. Interpreters will often use more words to interpret what the original speaker says simply because of the grammar and syntax of the target language.
9. **READING SCRIPTS** - People often talk more quickly when reading a script. When you are reading a script, prepared text or a disclosure, slow down to give the interpreter a chance to stay up with you.
10. **CULTURE** - Professional interpreters are familiar with the culture and customs of the limited English proficient (LEP) customer. During the conversation the interpreter may identify and clarify a cultural issue they may not think you are aware of. If the interpreter feels that a particular question is culturally inappropriate, he or she might ask you to either rephrase the question. You may or ask the interpreter to help you to get the information in a more appropriate way.
11. **CLOSING OF THE CALL** - The interpreter will wait for you to initiate the closing of the call. When appropriate, the interpreter will offer further assistance and will be the last to disconnect from the call. Remember to thank the interpreter for his or her efforts at the end of the session.

FOR MORE INFORMATION:
www.LanguageLine.com / 1-800-752-6096

154th Court Coordinator

From: Duran, Amy <ADuran@languageline.com>
Sent: Thursday, June 27, 2019 3:47 PM
To: 154districtcourt@co.lamb.tx.us
Cc: Mistry, Kelly
Subject: Welcome - Lamb County District Court
Attachments: QRG - Lamb County District Court.pdf; Lamb County District Court.pdf; 11 Tips for Working with an Interpreter 03 05 13 V2.pdf

Language Line Services, Inc.

1 Lower Ragsdale Drive, Building 2 / Monterey, CA 93940 / www.LanguageLine.com
A LanguageLineSM Solutions Company

Dear Felix,

Welcome to Language Line Services, Inc. (A LanguageLineSM Solutions Company). Your account is active effective June 27, 2019.

To access an interpreter over the phone:

- Dial: **1-866-874-3972**
- Enter your Client ID Number: **509683**
- Press 1 for Spanish or press 2 for all other languages (at the prompt, state the name of the language you need)

*Attached is printable Quick Reference Guides with steps on how access an interpreter.

Below is a link designed specifically for our clients with some of the same materials. There are various guides on best practices for accessing an interpreter, downloadable Language ID posters, and how to access our online reporting tool, [MyLanguageLine](#):

<https://www.languageline.com/client-support-center>

Included on this email is your assigned account executive, Joe Matthews. If you have any questions or concerns, please reach out to her or call Customer Service at 1-800-752-6096 opt 2. Our team is here to assist you with any further questions you may have. We appreciate your business.

Amy Duran
Account Services Representative
LanguageLine Solutions
Phone: (831) 648-5438
E-mail: ADuran@languageline.com

Appendix D to DIR-TSO-4151 Over-the-Phone Charges and Options

Language Line Services, Inc.
A LanguageLine Solutions Company

CUSTOMER NAME: (Parent Company): State of Texas DIR-TSO-4151

CUSTOMER NUMBER 1027

CLIENT NAME LAMB COUNTY DISTRICT COURT

Enterprise Contract: Yes

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- Custom Greetings.....(Waived) \$50

MONTHLY FEE:

- Monthly minimum applied against usage per client identification number.....(Waived) \$100
- Custom 800 line maintenance.....(Waived) \$100
- Custom greeting maintenance.....(Waived) \$40

PER MINUTE USAGE CHARGES/RATES:

- Price per minute for Language Line Services is based on the language requested and time of day.

TIERS	LANGUAGES	PEAK*	NON-PEAK**
Tier 1	Spanish	\$.58	\$.58
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Medical and Court Certified .all languages		\$.86	\$.86

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A LanguageLine Solutions Company

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- Desk Top Displays (each)(Waived) \$6.25
- Posters (each)(Waived) \$6.25
- In language marketing tools and "hold please" training kits(Waived) \$25
- Customized Reference and Support Materials Development (per hour)(Waived) \$175

INTERPRETATION APPOINTMENT FEE (for languages other than the top nine scheduled languages):

Applied per dial out (waived) \$105

INTERPRETER APPOINTMENT CANCELLATION FEE:


(Applicable if cancelled within 24 hours of the appointment time.):

- Spanish(Waived) \$200
- All other languages(Waived) \$250

FCC SURCHARGE AND FEES: Fees to third party telecommunications service providers that LLS has or will pay to these third parties: surcharges, fees, taxes, payments to the Universal Service Administrative Company (USAC).

Fee applied for each dial out request in the North American Dial Plan (NADP) (waived) \$6.00

PLEASE NOTE: The DIR Contract Appendix C Pricing Index and this document reflects pricing for your account. This document must be signed by an authorized representative from your company. Pricing is only final upon a signature by an authorized officer of Language Line Services.

	Language Line Services, Inc.	
Customer Name: TTUHSC Managed Care	Prepared by: Kelly Mistry	Tel No: 806-385-4222
.....		
Accepted by (signature): 	Accepted by (signature):	
.....		
Name (type or print): JUDGE FELIX KLEIN	Name: .	
.....		
Title (type or print): DISTRICT JUDGE	Title:	
.....		
Date: JUNE 24, 2019	Date:	

Appendix F to DIR-TSO-4151
Subscribed Interpretation Customer Contact and Profile

Language Line Services, Inc.

A LanguageLine SolutionsSM Company

PARENT Company: State of Texas (1027)

Contract #DIR-TSO-4151

ORGANIZATION NAME/LOCATION FOR THIS ACCOUNT: LAMB COUNTY DISTRICT COURT

OPERATIONS CONTACT

Name: FELIX KLEIN

Title: DISTRICT JUDGE

Telephone 806-385-4222

Fax 806-385-3554

E-Mail: 154districtcourt@co.lamb.tx.us

Address: 100 6th Drive, Room 211

City Littlefield

State/Province

Zip/Postal 79339

BILLING CONTACT

same as operations contact

Name GINA JONES

Title AUDITOR

Telephone 806-385-4222 EXT 218

Fax 806-385-6485

E-Mail gjones@nts-online.net

Address 100 6TH DRIVE, ROOM B09

City Littlefield

State/Province

Zip/Postal 79339

TECHNICAL CONTACT

same as billing contact

same as operations contact

Name

Title

Telephone

Fax

E-Mail

Address

City

State/Province TX

Zip/Postal Code

PUBLIC RELATIONS CONTACT

same as billing contact

same as operations contact

Internal PR Contact

PR Firm Company

Name

Title

Telephone

Fax

E-Mail

Address

City

State/Province

Zip/Postal Code

The following information is requested to create a customer profile of your organization. Under your industry, please check all activities that best describe your operations requiring language interpretation. The profile information is very important and will be used to better serve your interpretation needs. All the information that you provide is kept **strictly confidential**.

FINANCIAL

- Bank
 - Branch & Telephone Banking
 - Online/Interactive Banking
- Collections
- Consumer Credit
 - Auto Finance
 - Credit Card
 - Mortgage/Home Equity
 - Personal Loans/Credit
- Fraud/Loss/Stolen
- Personal Investment (retirement, annuities)
- Telesales
- Technical Support
- Trust/Asset (benefit/retirement plan)
- Other:

GOVERNMENT

- Corrections
- Court
- Disaster Relief
- Employment
- Health and Human Services (Medical)
- Immigration
- Insurance
- Labor
- Military (Coast Guard, etc.)
- Postal Services
- Poison Control
- Public Safety
 - 311 Non-Emergency
 - 911 Emergency
 - Police/EMS
- Tax Services
- Transit (public transportation, vehicle services, etc.)
- Utilities (water, gas, electricity)
- Other: Education

INSURANCE

- Claims Handling
 - Commercial Property/Auto
 - Group Health
 - Group Life
 - Homeowner
 - Personal Auto
 - Personal Health
 - Personal Life
 - Worker's Compensation
- Customer Service
- Sales
- Underwriting
- Other:

MANUFACTURING

- Consumer
- Market Research
- Product Registration
- Purchase/Resale of Equipment
- Sales Call
- Technical/Product Support
- Technician
- Telemarketing/Catalog
- Warranties/Service Calls
- Other:

MEDICAL/HEALTH CARE

- Appointments
- Call Center
- Emergency Room
- General Patient Care
- HMO
- Information Surveys
- Pharmacy
- Professional Consultation
- Medical Claims/Billing
- Social Services
- Telemarketing
- Other:

PUBLIC UTILITIES

- Billing/Collections
- Customer Service
- Telemarketing
- Other:

TELECOMMUNICATIONS

- Billing (credit/collections, etc.)
- Card Service (phone, calling card, credit card)
- Customer Service (post-sales activities)
- Fraud (fraudulent or annoyance investigation)
- Operator Service
- Repair
- Sales (sales support, activation)
- Technical Support
- Telemarketing
- Other:

TRANSPORTATION/TRAVEL/HOSPITALITY

- Customer Service
- Operations
- Reservation
- Other:

MISCELLANEOUS

- Consulting
- Entertainment
- Legal
 - Private Law Firm
 - Private Paralegal Services
- Non-profit Organization
- Real Estate
- Retail
- Other:

24-HOUR CALL BACK NUMBER: 806-385-4222 ext 251

The number you provide will be called to reach your agent directly in the event you accidentally hang up on your limited English-speaking customer. We will make every attempt to provide excellent customer service on your behalf.

The number of employees who will be trained to use the interpreter service (estimated): 2

Standard Industry Classification (SIC Code), if known:

Tax Exempt: Yes No If yes, please include a copy of tax exempt letter or certificate with application.

If applicable please include a copy of your Purchase Order.

If you have questions about this form:

E-mail: customerservice@languageline.com
 Call: 1 800 752-6096
 Fax: 1 800 821-9040

Customer Name: Language Line Services, Inc.
 Approver Signature: _____ Approver Signature: _____
 Approver Name: _____ Approver Name: _____
 Approver Title: _____ Approver Title: _____
 Date: _____ Date: _____

TEXAS SALES AND USE TAX EXEMPTION CERTIFICATION

Name of purchaser, firm or agency LAMB COUNTY	
Address (Street & number, P.O. Box or Route number) 100 6TH DRIVE RM B09	Phone (Area code and number) 806-385-4222 EXT 218
City, State, ZIP code LITTLEFIELD, TX 79339	

I, the purchaser named above, claim an exemption from payment of sales and use taxes (for the purchase of taxable items described below or on the attached order or invoice) from:

Seller: _____

Street address: _____ City, State, ZIP code: _____

Description of items to be purchased or on the attached order or invoice:

Purchaser claims this exemption for the following reason:
COUNTY GOVERNMENT

I understand that I will be liable for payment of all state and local sales or use taxes which may become due for failure to comply with the provisions of the Tax Code and/or all applicable law.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate, and depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

sign here	Purchaser	Title	Date
	<i>Reel Cui</i>	<i>Auditor Assistant</i>	

NOTE: This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.
THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.
Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

This certificate should be furnished to the supplier. Do not send the completed certificate to the Comptroller of Public Accounts.