



Office of Consumer Credit Commissioner
2601 North Lamar Boulevard
Austin, TX 78705-4207
Purchase Request Form

Directions: Use this form to request items not already available through supply. Requestor should complete and sign the form and forward it to their supervisor. Upon supervisor approval, the form will be forwarded to the chief accountant. Upon approval by the chief accountant, the form will be forwarded to the purchaser. A request may be denied at any level. The requestor may ask to receive a copy of the completed form showing the purchase order number and date of issue.

Recommended Vendor

Insight

Address: 2701 E Insight Way Phone: 800-467-4448
Chandler AZ 85286-1930 Fax: Rena Schrader / Theron Culp

Class	Item	Product number and/or brief description	Quantity	Cost per unit	Extension
208	11	Adobe Photoshop for Teams - renewal	1	\$511.29	\$ 511.29
208	11	Adobe Acrobat Pro for Teams	2	\$272.64	\$ 545.28
					\$ -
					\$ -
Total					\$ 1,056.57

Reason for request: Quotation 0229209130

DIR-CPO-5239

Detail Description (REQUIRED if not indicated above):

PCA 08001

Requestor: Thomas White Date: 02/20/26

Department: IT Phone: 512-936-7650

Approval

Department Supervisor: /s/ Leslie L Pettijohn Date: 2.24.2026

Accounting Manager: /s/ Leslie L Pettijohn Date: 2.24.2026

Purchaser: Alexandra Jones Date: 02/26/2026

PO Number Issued: 26-041 Date: 02/26/2026

PCC Code: I

Accounting Only: Comp Objt: 7380

AY: 2026

Account name: 11047951

OFFICE OF CONSUMER CREDIT COMMISSIONER
2601 N LAMAR BLVD
AUSTIN TX 78705-4260

SHIP-TO

OFFICE OF CONSUMER CREDIT COMMISSIONER
2601 N LAMAR BLVD
AUSTIN TX 78705-4260

We deliver according to the following terms:

Payment Terms : Net 30 days
Ship Via : Electronic Delivery
Terms of Delivery : FOB DESTINATION
Currency : USD

Renewal quote for Adobe VIP E4FF88CFC9AEE81A28FA/MP ID 1005623122

renewal window runs 03/09/2026 - 03/22/2026

Quotation

Quotation Number : [0229209130](#)
Document Date : 19-FEB-2026
PO Number :
PO Release :
Sales Rep : Rena Schrader
Email : RENA.SCHRADER@INSIGHT.COM
Phone :
Sales Rep 2 : Theron Culp
Email : THERON.CULP@INSIGHT.COM
Phone : +15097422344

Material	Material Description	Quantity	Unit Price	Extended Price
30002427CC01A12-R	Adobe Photoshop for teams - Subscription new (annual) - 1 user - level 3 (50-99) - with Adobe Stock Coverage Dates: 09-MAR-2026 - 08-MAR-2027 Mfr List: 6,024.96/EA Disc off list: 6% STATE OF TEXAS DIR ADOBE AND MICROSOFT SOFTWARE, COTS & SVCS(# DIR-CPO-5239) LICENSE : 1005623122 DEPLOY DATE : 09-MAR-2026	1	511.29	511.29
30002133CC01A12-R	Adobe Acrobat Pro for teams - Subscription renewal (annual) - 1 user - level 1 (1-9) Coverage Dates: 09-MAR-2026 - 08-MAR-2027 Mfr List: 287.88/EA Disc off list: 6% STATE OF TEXAS DIR ADOBE AND MICROSOFT SOFTWARE, COTS & SVCS(# DIR-CPO-5239) LICENSE : 1005623122 DEPLOY DATE : 09-MAR-2026	2	272.64	545.28
			Product Subtotal	1,056.57
			TAX	0.00
			Total	1,056.57

Thank you for choosing Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

Rena Schrader

RENA.SCHRADER@INSIGHT.COM

Theron Culp
+15097422344
THERON.CULP@INSIGHT.COM

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

This purchase is subject to Insight's online Terms of Sale unless you are purchasing under an Insight Public Sector, Inc. contract vehicle, in which case, that agreement will govern.

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<https://www.insight.com/terms-and-policies>