

# ED BROWN DISTRIBUTORS

RECEIVED

SEP 18 2020

## Invoice

1831 10

Invoice No. : 22001598  
 Invoice Date : 08/17/2020  
 SO No. : 68812  
 Your Reference : Workorder 32199  
 Payment Term : Net 30 Days  
 Due Date : 09/16/2020  
 Sales Rep : Donnie Tran

RECEIVED

Commercial Laundry Systems

NAVARRO COUNTY  
 AUDITOR'S OFFICE

Invoice to: 1102

Navarro County Jail  
 312 West 2nd Avenue

Corsicana TX 75110

SEP 23 2020

Navarro County Jail  
 300 West 2nd

NAVARRO COUNTY  
 AUDITOR'S OFFICE

CORSICANA TX 75110-4672

Qty	Description	Unit Price	Net Amount
1	Tech returned with parts for dryer #2.		
2	SERDT Service Call - Donnie Tran	0.50	90.00
3	LBDT Service Labor - Donnie Tran	2.00	192.00
4	HU-M4640P3 Trunion Assy,75# Non Rev,w/Bearings	1.00	770.25

*Monis Steward*  
 09/17/2020

Debit: 101-512-445 ~~192.00~~  
 Desc: Dryer #2 - Replaced Trunion Assy & Bearings  
 PO#: NA Dryer #2 - Labor ~~192.00~~  
 Invoice#: 22001598  
 Vendor#: 2738

Total Amount : 1,052.25  
 Sales Tax : 0.00  
 Service Call Freight : 0.00  
 Total to be paid : 1,052.25

Remarks

Ed Brown Distributors  
 3236 Irving Blvd.  
 Dallas, TX 75247  
 (214) 352-9494 \* (800) 929-5520 \* Fax: (214) 358-5873



1833



RECEIVED

NAVARRO COUNTY AUDITOR'S OFFICE

SEP 23 2020

300 W 3<sup>rd</sup> Ave, Suite 4  
Corsicana, Texas 75110  
e-mail: auditor@navarrocounty.org

NAVARRO COUNTY  
AUDITOR'S OFFICE  
Kathleen Robinson, First Assistant  
Katie Martin, Assistant  
Lisa Clay, Assistant  
Patty Wells, Assistant  
Jan Wise, Administrative Assistant

Terri Gillen, County Auditor

Phone: (903) 654-3095

Fax: (903) 654-3097

INTEROFFICE MEMO

The attached item is being returned for the following reasons:

- Item incurred before purchase order issued
- Purchase order number is inconsistent with invoice
- Amount billed does not match the purchase order
- Vendor on purchase order does not match invoice
- Insufficient documentation to process payment
- Signature or date not present
- Budget Account Number (Line Item) is missing - Acct # \_\_\_\_\_
- Insufficient budget
- Payment Request inconsistent with County Policy
- Other \_\_\_\_\_

Please provide the additional documentation or explanation necessary to process this payment request. This notice must remain attached to the payment request.

Additional explanation: Ed Brown - Inv# 22001599  
Did not get a PO.

The Department Head or Elected or Appointed Official must sign this form confirming notification that the Navarro County Purchasing Policy was not followed on this purchase.

Memo Steward  
Signature

09/22/2020  
Date