

DEPARTMENT: Precinct 1

VENDOR: Atwoods

PO #

PO DATE:

INV DATE: 10/21/2020

APPROVAL REQUIRED **DATE APPROVED:**

EXPLANATION: BPO was referenced / over \$100.00

ATWOODS

RECEIVED
Ranch Home

OCT 30 2020

***** NAVARRO COUNTY *****
#37 ATWOODS OF CORSICANA
ADDRESS OFFICE
3500 WEST 7TH AVE
CORSICANA, TX 75110-4823
(903) 874-3200

10/21/20 1:29PM AC3779 568 SALE

32157064 1 EA 239.99 EA N
224PC MECHANICS TOOL SET 239.99

SUB-TOTAL:\$ 239.99 TAX:\$.00
TOTAL:\$ 239.99

CHARGE AMT: 239.99

Total Items: 1



==>> JRNL#J68123 INV# 5321/37 <<==
CUST NO: 2135
Customer Copy

Tools for

Shop
Truck

Name: X
ANDREW MARR
Acct: NAVARRO CO PCT 1
PO#: 312051

THANK YOU FOR SAVING AT ATWOODS
RECEIPT REQUIRED FOR RETURN OR EXCHANGE

I certify under penalty of perjury that
my tax-exempt purchases are for use by a
government organization.

*** Text 'JOIN' to 5803243463 ***
*** for Sales and Promo Alerts ***

Desc: 224PC Mechanics Tool Set

PO#: NA

Invoice#: 5321/37

Vendor#: 5931



ATWOODS

RECEIVED
Ranch Home

OCT 30 2020

***** NAVARRO COUNTY *****
#37 ATWOODS OF CORSICANA
ADDRESS OFFICE
3500 WEST 7TH AVE
CORSICANA, TX 75110-4823
(903) 874-3200

10/21/20 1:29PM AC3779 568 SALE

32157064 1 EA 239.99 EA N
224PC MECHANICS TOOL SET 239.99

SUB-TOTAL:\$ 239.99 TAX:\$.00
TOTAL:\$ 239.99

CHARGE AMT: 239.99

Total Items: 1



==>> JRNL#J68123 INV# 5321/37 <<==
CUST NO: 2135
Customer Copy

Tools for

Shop
Truck

Name: X
ANDREW MARR
Acct: NAVARRO CO PCT 1
PO#: 312051

THANK YOU FOR SAVING AT ATWOODS
RECEIPT REQUIRED FOR RETURN OR EXCHANGE

I certify under penalty of perjury that
my tax-exempt purchases are for use by a
government organization.

*** Text 'JOIN' to 5803243463 ***
*** for Sales and Promo Alerts ***



NAVARRO COUNTY AUDITOR'S OFFICE

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

Natalie Robinson, First Assistant,
Kaye Martin, Assistant
Lisa Clay, Assistant
Patty Wells, Assistant
Jan Wise, Administrative Assistant

Terri Gillen, County Auditor

Phone: (903) 654-3095

Fax: (903) 654-3097

Jan Wise, Administrative Assistant

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: BPO was referenced. Over \$100.00

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.

Signature _____

Date _____