

DEPARTMENT: Precinct 1 - 211-611-445

VENDOR: Richie's Auto Repair

PO # 312686

PO DATE: 1/14/2021

INV DATE: 1/8/2021

APPROVAL REQUIRED **DATE APPROVED:**

EXPLANATION: PO requested after repairs

RICHIE'S AUTO REPAIR

1003 S. 7th
Corsicana, Texas 75110
(903) 872-3008

PO# 312686
007450

RECEIVED

JAN 29 2021

NAVARO COUNTY
EDITOR'S OFFICE

County PCT 1

DATE 1-8-21

QUAN.	PART NO.	DESCRIPTION	SALE AMOUNT
1		Reman Jasper TRAX	3496.00
		Cooler Flush	20.20
		Fly Wheel	82.37
		TRAX Fluid	95.88
1		Dip Stick TUBE	17.79
		Extended Cab Chevy #07	3712.24
		Sale Tax #	
		SPECIAL REPAIRS	
		SALES - 600	1092

TIME RECEIVED		TERMS	
A.M.	P.M.	CUSTOMER'S ORDER NO.	
TIME PROMISED		NO.	
A.M.	P.M.		
YEAR	TYPE OR MODEL	MOTOR NO.	SERIAL NUMBER
11	Chevy	1500	53L
LICENSE NUMBER		ODOMETER	
1207941		244340	

OPER. NO. REPAIR ORDER - LABOR INSTRUCTIONS ORDER WRITTEN BY

LUBRICATE CHANGE OIL FLUSH TRANS. FLUSH DIFF. WASH POLISH \$

IGCRCPEOXBZ227727

Remove TRAX to change oil with New JASPER TRAX FLUID COOLER and change Fly wheel

TAKE TRUCK TO DEALER to HAVE TRAX PROGRAMMED Wrecker

RETAIN PARTS DESTROY PARTS

Debit: 2PTS-611-445
Desc: Unit 07 - Reduced Transmissions
PO#: NA Unit 07 - Programmed
Invoice#: 007450 Unit 07 - Lower
Vendor#: 2239 Unit 07 - Environmental Fee
Unit 07 - Labor

I HEREBY AUTHORIZE THE ABOVE REPAIR WORK TO BE DONE, ALONG WITH NECESSARY MATERIALS. YOU AND YOUR EMPLOYEES MAY OPERATE ABOVE VEHICLE FOR PURPOSES OF TESTING, INSPECTION OR DELIVERY. THE ABOVE INFORMATION IS ACKNOWLEDGED ON BEHALF OF THE CUSTOMER AND THE AMOUNT OF REPAIRS IN RETO- YOU WILL NOT BE HELD RESPONSIBLE FOR DAMAGE TO VEHICLE OR ANY OTHER CASES BEYOND YOUR CONTROL.

TOTAL LABOR	757.25
TOTAL PARTS	3712.24
GAS, OIL, GREASE	
SPECIAL REPAIRS	
ENVIRONMENTAL CHARGES	11.28
STATE TAX	
TOTAL AMOUNT	4475.77

ESTIMATE TOTAL

Unless otherwise provided by law, the seller (above named dealership) hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products.

PURCHASE ORDER
 NAVARRO COUNTY
 300.WEST 3RD AVENUE, SUITE 4
 CORSICANA, TX 75110
 PHONE: (903) 654-3095
 FAX: (903) 654-3097

312686

01/14/2021
 PP 04/2021

TAX EXEMPT #75-6001092

PAYMENT TERMS: TEXAS PROMPT PAYMENT ACT

VENDOR: 003239 RICHIE'S AUTO REPAIR
 1003 SOUTH 7TH ST
 CORSICANA, TX 75110

ROAD & BRIDGE #1
 ROAD & BRIDGE #1

Qty	Description	Account	Item Amount	Item Total
	Unit 07 -		3712.24	3712.24
1	2010 CHEVY 1500 - REPLACE ANDREW CALLED	211-611-445	4,300.00	4,300.00
	Unit 07 - Programmed Transmission	" "	152.25	152.25
	Unit 07 - TOWED	" "	50.00	50.00
	Unit 07 - LABOR	" "	550.00	550.00
	Unit 07 - Environmental Fee	" "	11.28	11.28

GRAND TOTAL

~~4,300.00~~

4475.77

APPROVED BY: Jenni Gillen

DATE 1/14/2021

NATALIE ROBINSON / TERRI GILLEN

ELECTRONIC INVOICES SHALL BE SENT TO AUDITOR@NAVARROCOUNTY.ORG

PAYMENT WILL BE MADE IN ACCORDANCE WITH TEXAS PROMPT PAYMENT ACT,
 TGC, SUBTITLE F, CHAPTER 2251. BUDGET PROVISIONS HAVE BEEN MADE &
 FUNDS ARE OR WILL BE AVAILABLE TO MEET THIS OBLIGATION WHEN DUE,
 PROVIDED THERE IS PROPER & LEGAL PERFORMANCE.



NAVARRO COUNTY AUDITOR'S OFFICE

300 W 3rd Ave, Suite 6
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

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:

PO requested after repairs
INV date 01/08/2021
PO date 01/14/2021

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

DEPARTMENT: Precinct 1 - 211-611-370

VENDOR: Atwoods

PO # NA

PO DATE: NA

INV DATE: 1/22/2021

APPROVAL REQUIRED **DATE APPROVED:**

EXPLANATION: **BPO was issued. Amount was over \$100.00**

ATWOODS

Ranch at Home 2021

NAVARRO COUNTY AUDITOR'S OFFICE

#37 ATWOODS of CORSICANA
3500 WEST 7TH AVE
CORSICANA, TX 75110-4823
(903) 874-3200

01/22/21 10:57AM MS3795 568 SALE

10850033 5 EA 33.99 EA N
ROTELLA T4 15W40 2.5G MOTOR O 169.95

SUB-TOTAL:\$ 169.95 TAX:\$.00
TOTAL:\$ 169.95
CHARGE AMT: 169.95

Total Items: 5



==>> JRNL#A33538 INV# 5533/37 <<==
CUST NO: 2135
Customer Copy

*Motor. Shop
oil*

Taylor Drain
Name: X
TAYLOR DRAIN
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 ***

ATWOODS

Ranch at Home 2021

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*** for Sales and Promo Alerts ***

Debit: 211-611-370
Desc: 15W40 Rotella Motor Oil
PO#: 312051
Invoice#: 5533/37
Vendor#: 5931



NAVARRO COUNTY AUDITOR'S OFFICE

300 W 3rd Ave, Suite 6
Corsicana, Texas 75110
e-mail: auditor@navarrocounty.org

Natalie Robinson, First Assistant,
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 - 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 - Draw \$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]
Signature

2/3/21
Date