

DEPARTMENT: Precinct 2 - 212-612-445

VENDOR: Alignment King

PO # 313017

PO DATE: 3/10/2021

INV DATE: 3/9/2021

APPROVAL REQUIRED **DATE APPROVED:**

EXPLANATION: PO was requested after repairs.

Alignment King

(903) 602-5364
 308 W 7th Ave
 TX 75110-6402

Invoice

Customer Phone	Date	Invoice #
	3/9/2021	9807
P.O. No.	Payment:	
313017	Due on receipt	

Bill To:
 Navarro County Precinct 2

RECEIVED

MAR 11 2021

NAVARRO COUNTY
 AUDITOR'S OFFICE

Year	Make	Model	VIN	Mileage	License
09	Chevy	1500		266448	1324966

Item	Quantity	Description	Rate	Amount
2 Wheel +		2 Wheel Alignment	89.95	89.95

Handwritten: fcd
R

Debit: 212-612-445
 Desc: Unit 225 - Front End Wheel Alignment
 PO#: NA
 Invoice#: 9807
 Vendor#: 7324

Customer's signature of completion and satisfaction: _____

Sales Tax (8.25%)	\$0.00
Total	\$89.95
Balance Due	\$89.95



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:

- X 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 313017 was requested after services provided. PO Date 03/10/2021 Inv Date 03/09/2021

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 [Handwritten Signature]

Date 3-15-21

RECEIVED

MAR 15 2021

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

313017

03/10/2021
PP 06/2021

TAX EXEMPT #75-6001092

PAYMENT TERMS: TEXAS PROMPT PAYMENT ACT

VENDOR: 007324 ALIGNMENT KING ROAD & BRIDGE #2
308 W 7TH AVE
CORSIANA, TX 75110 ROAD & BRIDGE #2

Qty	Description	Account	Item Amount	Item Total
1	UNIT 225 FRONTEND ALIGNME TYRONE CALLED	212-612-445	89.89	89.89

Close PO.
Requested after repairs
Inv Date 03/09/2021

GRAND TOTAL

89.89

APPROVED BY:

Natalie Robinson

DATE

03/10/2021

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.