

7

SolveIT Solutions LLC
1313 Ficklin Ave
Corsicana, TX 75110 US
accounting@solveit.solutions
https://solveit.solutions

RECEIVED

JUL 21 2021

NAVARRO COUNTY
AUDITOR'S OFFICE



SolveIT Solutions
WHEN YOU HAVE IT PROBLEMS WE SOLVE IT

INVOICE

BILL TO
Greta Jordan
Navarro County JP Court
300 W. 3rd Avenue, Suite 4
Corsicana, TX 75110
United States

SHIP TO
Greta Jordan
Navarro County JP Court
300 W. 3rd Avenue, Suite 4
Corsicana, TX 75110
United States

INVOICE 365
DATE 07/12/2021
TERMS Net 15
DUE DATE 07/27/2021

DATE	DESCRIPTION	QTY	RATE	AMOUNT
06/21/2021	Service Help get server up and running from Windows Updates. Monitor the server and ensure that updates were happening.	1	100.00	100.00T
06/28/2021	Service Reset RDS licenses so that users could connect.	1	100.00	100.00T
SUBTOTAL				200.00
TAX				0.00
TOTAL				200.00
BALANCE DUE				\$200.00

07/15/21
Greta Jordan
Samuel Walker
Connie Hickman
Joshua Drexler

Debit: _____
Desc: _____
PO#: **DIA**
Invoice#: _____
Vendor#: _____

JUL 23 2021





NAVARRO COUNTY AUDITOR'S OFFICE

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

Handwritten: JUL 26 2021
Handwritten: [unclear]
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: _____

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.

Greta Jordan
Signature

07/23/21
Date

