Precinct 3 - 213-613-445
Donnie Mann
N/A
·····
7/31/2021
DATE APPROVED:

8

EXPLANATION: PO was not requested

Donnie Mann MAVARRO Country P#3 Address Account Forward Clerk Beg. No 50.00 60 00 40.00 10.00 1) S-IViceCall 20mil = 5 × 3.00 16-9-30 FIAt Boot e 5 6 CEIVEL 7 8 9 AUG 0 2 2021 10 RRD COUNTY 11 OR'S OFFICE 12 13 14 52-4] 160.00 15 Your Account Stated to Date - If Error is F A 1200/3510/3530 T 45202/46202/48203

## RECEIVED

AUG 0 4 2021 NAVANICO COUNTY AUDITOR'S OFFICE



NAVARRO COUNTY AUDITOR'S OFFICE

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

Terri Gillen, County Auditor

Phone: (903) 654-3095

-3095 Fax: (903) 654-3097

Natalie Robinson, First Assistant, Kaye Martin, Assistant Lisa Clay, Assistant Patty Wells, Assistant 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:

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

Signature

Date



Revised 06/24/19

Road Doctors, LLC RECEIVED	
Valley Mills, TX 76689 AUG <b>0 3 2021</b> (254) 253-6558	
jared@roaddoctors.com NAVANNO UNIY	
INVOICE AUDITOR'S OFFICE	
BILL TO	<b>INVOICE #</b> 1408
Navarro County pct 3	DATE 08/03/2021
	DUE DATE 09/02/2021
	TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
Load Azure Bay 8-2-21	1	1,350.00	1,350.00

BALANCE DUE

Azure Bay 8-2-21

(.All

## RECEIVED

\$1,350.00

AUG 04 2021

NAVARIO COUNTY AUDITOR'S OFFICE



NAVARRO COUNTY AUDITOR'S OFFICE

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

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- Other

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Additional explanation:

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8-4-21



Signature

Date

Revised 06/24/19

EXPLANATION:	PO was not requested - Load was sprayed 08/02/21
APPROVAL REQUIRED	DATE APPROVED:
INV DATE:	.8/3/2021
PO DATE:	
PO #	N/A
VENDOR:	Road Doctors, LLC
DEPÄRTMENT:	Precinct 3 - 213-613-449

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