

13

DEPARTMENT: 101-412-445

VENDOR: City Electric

PO # N/A

PO DATE:

INV DATE: 10/27/2021

APPROVAL REQUIRED **DATE APPROVED:**

EXPLANATION: PO requested after LED Lamps replaced - Juvenile Dept

CITY ELECTRIC
 206 SOUTH BEATON STREET
 CORSICANA, TX 75110

(903)872-2742
 TECL #18413

RECEIVED

OCT 08 2021

NAVARRO COUNTY
 AUDITOR'S OFFICE

Invoice

Date	Invoice #
10/7/2021	28177

BILL TO:
 NAVARRO COUNTY COURTHOUSE
 CORSICANA, TEXAS 75110

JOB DESCRIPTION:
 09-24-21; Per James; Juvenile Probation
 Office; Changed 4' layin fixture to
 LED lamps.

P.O. No.	Terms
	Net 10 days

TERMS: NET DUE 30 DAYS BEFORE INTEREST OF 18% PER ANNUM IS ADDED.

Qty	Description	Amount	Total
4	EIKOLED15WT8/48/840DBL-ALAMP	8.23	32.92
	MATERIAL SUBTOTAL:		32.92
1	ELECTRICIAN	88.50	88.50

Debit: 101-412-445 \$32.92
 Desc: Juvenile Dept - Replaced LED LAMPS
 PO#: NA Juvenile Dept - LABOR
 Invoice#: 28177 \$88.50
 Vendor#: 161

RECEIVED
 OCT 12 2021
 NAVARRO COUNTY
 AUDITOR'S OFFICE

THANK YOU FOR YOUR BUSINESS. YOU ARE APPRECIATED.

Subtotal:	\$121.42
Sales Tax: (8.25%)	\$0.00
Total:	\$121.42

Regulated by The Texas Department of Licensing & Regulation. P.O.Box 12157, Austin, Texas 78711. 1-800-803-9202. 512-463-6599; website: www.license.state.tx.us/complaints.



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

INTEROFFICE MEMO

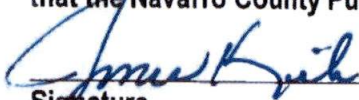
The attached item is being returned for the following reasons:

- 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/replacements

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

RECEIVED

OCT 04 2021

NAVARRO COUNTY
AUDITOR'S OFFICE



Departmental Purchase Requisition

Company City Electric
 Address 296 S Beaton St.
 City Corsicana
 State Tx. Zip/Postal Code 75110
 Country US

Budget Number _____
 Request Date 9-27-21
 Phone Number 905-872-2742
 Fax Number NA
 Contact Name Mary/Don

Item No.	Description	Quantity	Unit Cost	Amount
	Ballist replacement to LED lighting.	1	125 ⁰⁰	125 ⁰⁰
Comments <u>Juvenile Probation offices</u>		Subtotal <u>125⁰⁰</u>		
		Shipping Charge		
		Total <u>125⁰⁰</u>		

[Signature]
 Authorized by Official/Department Head

Date: 9-27-21

Return To: Navarro County Auditor's Office
 300 W 3rd Avenue, Suite 4
 Corsicana, Texas 75110

Auditor Use Only

Vendor No: 0161
 Purchase Order No: _____
 G/L Account No: 101-410-
 Auditor Approval: _____

20 requested after repairs.