



29

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

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:

Work done without PO #

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

FEB 23 2022

NAVARRO COUNTY
AUDITOR'S OFFICE

K & S TIRE TOWING AND RECOVERY, INC.
1310 N. BUSINESS 45
CORSICANA, TX. 75110
Phone: 903-872-0745 Fax: 903-872-3363

INVOICE

79298

INVOICE

Printed Date: 01/18/2022

Tax Resale # : EXEMPT
Work Completed: 01/18/2022

NAVARRO COUNTY- PCT 1 - JASON GRANT

300 W. 3RD AVE. SUITE 4

CORSICANA, TX 75110

Office 903-875-3318 PO -- Fax 903-654-3097 FAX

2022 OPEN INVOICE - OPEN INVOICE -

Lic # :

Odometer In : 0

Unit # : OPEN INVOICE

VIN # :

Part Description / Number	Qty	Sale	Ext	Labor Description	Ext
				TOWED BACK HOE FROM RDO EQUIPMENT IN WACO TO PCT.1 YARD. ***** PO# *****	650.00

1-25-22
* Haven't gotten PO#
from Auditor's office
yet. Need PO# *

Org. Estimate 0.00 Revisions 0.00 Current Estimate 0.00

Labor:	650.00
Parts:	0.00
SubTotal:	650.00
Tax:	0.00
Total:	650.00
Bal Due:	\$650.00

[Payments -]

Vehicle Received: 1/18/2022

Customer Number : 269

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. Warranty on parts and labor is 3 Months or 3000 miles whichever comes first. Warranty work has to be performed in our shop & cannot exceed the original cost of repair.

Signature _____ Date _____

RECEIVED

BALANCE DUE STATEMENT

FEB 23 2022

K & S TIRE TOWING AND RECOVERY, INC.
1310 N. BUSINESS 45, CORSICANA, TX. 75110

**NAVARRO COUNTY
AUDITOR'S OFFICE**

Phone: 903-872-0745 Fax: 903-872-3363

NAVARRO COUNTY- PCT 1
JASON GRANT
300 W. 3RD AVE. SUITE 4
CORSICANA, TX 75110

Customer ID: 00269

Statement Date : 01/25/2022

INV Number	INV Date	Ref #	Parts	Labor	Tax	Total
079081	Dec 16, 2021			650.00		650.00
Vehicle: 2022 OPEN INVOICE - OPEN INVOICE VIN:						INV Bal. Due: \$650.00
079298	Jan 18, 2022			650.00		650.00
Vehicle: 2022 OPEN INVOICE - OPEN INVOICE VIN:						INV Bal. Due: \$650.00

*Never received
invoice for
Dec work
#079081 - invoice*

Total From Invoice(s) Balances : 1,300.00

Total Balance Due : \$ 1,300.00

Current 650.00 + 30 Days 650.00 + 60 Days + 90 Days



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

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:

Purchase made without PO

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



Invoice

NELSON PROPANE GAS INC
P.O. BOX 2127
CORSIANA, TX 75151-2127
903/874-5641
903/874-5641

INCORPORATED

NAVPR1 Loc: 1
Account No: 163949
NAVARRO CO PRECINCT I
300 W3RD
CORSIANA, TX 75110

Invoice # : U0220394
Date : 1/31/2022
Time : 1:21 PM
Totalizer : 925618.1 - 925779.8
Driver : 399
Truck : 365
Begin % : 15
Ending % : 80

32 0886003, -96.6299482

Qty	Description	Unit Price	Amount
161.7	LPG Commercial	\$2.65000	\$428.51
1.0	HazMat Compliance Fee	\$4.95000	\$4.95

Taxes \$0
Total Due \$433.46

Full Payment Due on 3/2/2022

Shop

RECEIVED

FEB 15 2022

NAVARRO COUNTY
AUDITOR'S OFFICE

\$428.51

Debit: 211-611-430
Desc: 200 Gal Tank Refill
PO#: N/A
Invoice#: U0220394
Vendor#: 366
#4.95
Hazmat fee

RECEIVED

FEB 14 2022



DOES YOUR WINTER HEATING BILL HAVE YOU CONCERNED?

...IF SO, ASK ABOUT OUR BUDGET PAYMENT PLAN.

STATEMENT NAVARRO COUNTY AUDITOR'S OFFICE

TO ENSURE PROPER CREDIT, PLEASE RETURN THIS STUB WITH YOUR REMITTANCE. SEE REVERSE SIDE FOR IMPORTANT INFORMATION.



NELSON PROPANE GAS INC
P.O. BOX 2127
CORSICANA, TX 75151-2127

NAVARRO COUNTY PRECINCT 1
300 W 3RD AVE. SUITE 4
CORSICANA TX 75110

STATEMENT DATE	CUST. ID/ACCT. #	AMOUNT PAID
01/31/22	NAVPR1 / 163949	
TOTAL AMOUNT DUE		\$83.47

PLEASE DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT.

DATE	REF. NO	LOC	UNITS	DESCRIPTION	CHARGES	PAYMENTS	AMOUNT DUE
08/22/18	87711	1	1.0-	300 W3RD Tank Pickup	0.00		
08/22/18	87711	1	1.0	Tank Installation	0.00		
08/22/18	87711	1	1.0	Labor-Service	80.00		
08/22/18	87711	1	260.0-	LPG Commercial	-598.00		
11/27/19	87711			PAYMENT #138126		396.36	-\$121.64
→ 01/31/22	U0220394	1	161.7	LPG Commercial	428.51		
01/31/22	U0220394	1	1.0	HazMat Compliance Fee	4.95		\$433.46
12/31/21	UNAPPLY			Unapplied Amt		-228.35	-\$228.35

EMAIL STATEMENTS ARE AVAILABLE CALL FOR INFORMATION

INCORPORATED

UNPAID FIN. CHARGE	CURRENT	OVER 30 DAYS	OVER 60 DAYS	OVER 90 DAYS	NEW FIN. CHARGE	NEW BALANCE
\$0.00	\$83.47	\$0.00	\$0.00	\$0.00	\$0.00	\$83.47

WANT A LOWER PROPANE PRICE ALL YEAR LONG?

See if you qualify for our Keep Full service Visit our site for details!

WWW.NELSONPROPANE.COM



Nelson
PROPANE GAS
INCORPORATED

P.O. BOX 2127
CORSICANA, TX
75151-2127
903/874-5641

STATEMENT DATE	CUST. ID/ACCT. #
01/31/22	NAVPR1 / 163949
AMOUNT DUE:	
\$83.47	
PAYMENT DUE NET 30 DAYS FROM DELIVERY	

The finance charge is computed by a periodic rate of 1.5 % per month (or a minimum charge of \$0.50 for balances under \$33.33, which is an annual percentage rate of 18.0%. The finance charge is computed on the adjusted balance). The adjusted balance is the previous balance less payments and credits appearing on this statement.