

22



**NAVARRO COUNTY AUDITOR'S OFFICE**

300 W 3<sup>rd</sup> 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

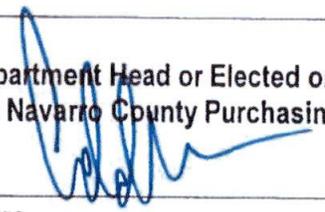
The attached item is being returned for the following reasons:

- 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: 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

3-28-22  
Date



215 Enterprise Blvd.  
 PO Box 128  
 Hewitt, TX 76643  
 254-666-3900  
 Fax: 254-666-7466

receive invoices via E-mail or  
 MyDealer website, please contact  
 RDOAR@rdoequipment.com

Ship to: N/A

+31.9062574, -96.720383

Invoice to: NAVARRO COUNTY PCT #3  
 NAVARRO CITY COURTHOUSE  
 300 WEST 3RD AVE. STE. 4  
 CORSICANNA TX 75110

Branch  
 WACO, TX \*REPRINT\*

Date  
 01/28/22 Time 19:19:59 (B) Page 01

Account No.  
 3033003 Phone No. 9036543095 Invoice No. W5911220

Ship Via Purchase Order 670G

Tax Exemption Number Federal ID Number

Salesperson  
 TJA

**SERVICE INVOICE**

STK#/FLEET#		HRS	PIN/EIN	WARRANTY DATE	HRS
901972	670GX MOTOR GRADER	2531	1DW670GPCKF702645	11/12/20	
80548	670G		RG6090U079286	11/11/23	4000 X

\*Buy parts online and view your invoices at RDOequipment.com/account  
 Create your FREE RDO Account today!

SEGMENT# 1 C SKP01 PM30-0500 01/19/22 01/19/22 01/19/22  
 500 HOUR SERVICE

CONDITION:

Machine was due for a 500 hour service.

CAUSE:

Normal operation.

CORRECTION:

Performed a 500 hour service per job code.

Engine: 39907177

Hydraulic: 39907179

Transmission: 39907181

Axle: 39907183

Left Tandem: 39907185

Right Tandem: 40029033

ADDITIONAL DESCRIPTION:

- Change engine oil and filter element
- Change fuel filter(s)
- Check axle oil level
- Check battery electrolyte level(s)
- Check brake accumulator action
- Check circle gearbox oil
- Check coolant level
- Check hydraulic oil level
- Check wheel hub oil level
- Check receiver dryer moisture indicator
- Check tandem oil level

CONTINUED ON PAGE 02

Thank you for your business



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Invoice No.  
 W5911220

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STK#/FLEET#		HRS	PIN/EIN	WARRANTY DATE	HRS
901972	670GX MOTOR GRADER	2531	1DW670GPCKF702645	11/12/20	
80548	670G		RG6090U079286	11/11/23	4000 X

- Check transmission oil level
- Lubricate Balderson style front lift
- Lubricate blade
- Lubricate draft frame ball
- Lubricate frame hinge pivots
- Lubricate front axle pivot
- Lubricate front axle pivot pin(s)
- Lubricate saddle lock pins
- Lubricate scarifer
- Lubricate shift cylinders
- Lubricate steering components
- Lubricate tandem pivots
- Lubricate unit lift inner pivot pins and unit lift cylinders
- Test axle oil
- Test hub oil
- Test engine oil
- Test hydraulic oil
- Test tandem oil
- Change engine air filter(s).
- Change cab air and recirculation filters.

AT175223	FILTER ELE	1	82.87	82.87
AT191102	AIR FILTER	1	14.81	14.81
AT307501	AIR FILTER	1 O	11.73	11.73
AT346594	KIT	8	18.56	148.48
AT365869	FUEL FILTER	1 O	49.97	49.97
DZ118283	Filter Kit	1	21.08	21.08
FRT	SHIP/HANDLING	1	12.00	12.00
PMAF25523	AIR FILTER	1 M	59.55	59.55
RE533910	FUEL FILTER	1 O	94.99	94.99
RE539465	FILTER ELEMENT	1 O	85.12	85.12

CONTINUED ON PAGE 03

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 3033003

Phone No.  
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Invoice No.  
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Ship Via

Purchase Order  
 670G

Tax Exemption Number

Federal ID Number

Salesperson  
 TJA

**SERVICE INVOICE**

TK#/FLEET#		HRS	PIN/EIN	WARRANTY DATE	HRS	
1901972	670GX MOTOR GRADER	2531	1DW670GPCKF702645	11/12/20		
180548	670G		RG6090U079286	11/11/23	4000 X	
TY26682	PLUS-50 TM ENGI	30		4.67		140.10
	PLUS-50 II OIL	15W40 CK4/SN				
TY6341	GREASE	3	O	5.23		15.69
	green					
						PARTS 736.39
						LABOR 575.00
10401099						SEGMENT TOTAL==> 1311.39

SEGMENT# 2 C SKP01 ZONE40 01/19/22 01/27/22  
 Round trip travel to and from location.  
 LOCATION:17500 N FM709, Dawson, TX - 31.906257, -96.720383  
 CONTACT: POC Clint- 903-229-8323

10401099	LABOR	464.10
	SEGMENT TOTAL==>	464.10

\*\*\*\*\* WORK ORDER TOTALS \*\*\*\*\*

PARTS	736.39
LABOR	1039.10
SRC ACC/HAZ MAT	72.73
<b>TOTAL DUE RDO</b>	<b>1848.22</b>

-----+  
 Payments are due on your RDO account 30 days from the invoice date |  
 -----+

\*\*\*\*\*  
 PLEASE REMIT TO: RDO EQUIPMENT CO.  
 P.O. BOX 7160

CONTINUED ON PAGE 04

Thank you for your business



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 PO Box 128  
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80548	670G		RG6090U079286	11/11/23	4000 X
FARGO, ND 58106-7160					

\*\*\*\*\*

Thank you for your business



RDO Equipment Co.  
 P.O. Box 7160  
 Fargo, ND 58106-7160  
 Phone: 701-526-9700 or 800-950-4905  
 Fax: 877-334-8014  
 Email: RDOAR@rdoequipment.com

RECEIVED

MAR 7 2022

NAVARRO COUNTY  
 AUDITOR'S OFFICE

STATEMENT OF ACCOUNT

PAGE: 1  
 DATE: 02/28/22  
 CUSTOMER#: 3033003  
 BRANCH: WACO, TX

NAVARRO COUNTY PCT #3  
 NAVARRO CITY COURTHOUSE  
 300 WEST 3RD AVE. STE. 4  
 CORSICANNA TX 75110

WE ARE NOW ABLE TO EMAIL PARTS/SERVICE/RENTAL INVOICES AND STATEMENTS. IF INTERESTED, OR ANY QUESTIONS REGARDING YOUR STATEMENT, PLEASE CONTACT OUR ACCOUNTS RECEIVABLE DEPARTMENT AT 1-800-950-4905 OR EMAIL RDOAR@rdoequipment.com. THANK YOU FOR YOUR BUSINESS

INVOICE#	DATE	BR Description	INVOICE AMOUNT	PREVIOUS PAYMENTS	CURRENT PAYMENTS	BALANCE DUE
W5911220	01/28/22	20 INVOICE	1848.22			1848.22

TOTALS

PLEASE REMIT DIRECTLY TO:

RDO EQUIPMENT CO.  
 P.O. BOX 7160  
 FARGO, ND  
 58106-7160

CURRENT	.00
31-60	1848.22
61-90	.00
91-120	.00
OVER 120	.00
FINANCE CHGS	.00
<b>TOTAL</b>	<b>1848.22</b>

**PAYMENTS ARE DUE 30 DAYS FROM THE INVOICE DATE.**

FINANCE CHARGES OF 1% ASSESSED MONTHLY ON ALL PAST DUE AMOUNTS.  
 CUSTOMER MUST NOTIFY RDO EQUIPMENT CO. IN WRITING OF ANY ERROR IN THIS STATEMENT WITHIN 10 DAYS.