



NAVARRO COUNTY AUDITOR'S OFFICE

300 W 3rd Ave, Suite 6
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

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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: ESS May 7 2022 Election Invoices
CS 2022059 & CS 2022218

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

[Signature]
Signature

4/20/22
Date



Election Systems & Software
 6055 Paysphere Circle
 Chicago, IL 60674
 (877) 377-8683



Invoice

Invoice Date
4/4/22
 Order Date
4/2/22
 Customer Number
35699
 Customer's PO No
Layout

Terms of Payment
30 Days Net
 Order Number
121289

ORIGINAL

Invoice Number
CD2022059
 Election Date
05/07/2022
 Page
1 (1)

RECEIVED

APR 20 2022

NAVARRO COUNTY
 AUDITORS OFFICE

Invoice Address
 NAVARRO COUNTY, TEXAS
 PO BOX 1018
 CORSICANA TX 75151-1018

Delivery Address
 Navarro County, Texas
 601 N 13th St
 Ste 3
 Corsicana, TX 75110

Sales

Pos	Description	Sales Qty	Unit	Price	Disc %	Tax %	Net Amount USD
1	Layout Charge: 1 to 500 Faces Tracking #:	65.00	EA	39.950	0.00	0.00	2,596.75

Sub Total Amount

2,596.75

SURCHARGE

Admin Collection Surcharge

*The Administrative Collection Surcharge may be deducted from the payment of this invoice if remittance is received within 45 days of invoice date.

194.76

Debit: 101-409-425
 Desc: 35699 - Layout 05/07/22 Election
 PO#: NA
 Invoice#: CD2022059
 Vendor#: 3117

Total Exclusive Tax

2,791.51

Total Tax

0.00

Invoice Amount

2,791.51

Customer Number	Invoice Number	INVOICE AMOUNT	Election Systems & Software
35699	CD2022059	2,791.51	ABA Routing No: 071000039
			Account No: 5800923558

TX: Texas

PLEASE DETACH AND RETURN THIS STUB WITH YOUR PAYMENT. THANK YOU.



Election Systems & Software
 6055 Paysphere Circle
 Chicago, IL 60674
 (877) 377-8683



Invoice

Invoice Date
4/4/22
 Order Date
4/4/22
 Customer Number
35699
 Customer's PO No
Audio

Terms of Payment
30 Days Net
 Order Number
121419

ORIGINAL

Invoice Number
CD2022218
 Election Date
05/07/2022
 Page
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Invoice Address
 NAVARRO COUNTY, TEXAS
 PO BOX 1018
 CORSICANA TX 75151-1018

Delivery Address
 Navarro County, Texas
 601 N 13th St
 Ste 3
 Corsicana, TX 75110

RECEIVED
 APR 20 2022
 NAVARRO COUNTY
 AUDITORS OFFICE

Debit: 101-409-425
 Desc: 35699 - Audio 05/07/22 Election
 PO#: NA
 Invoice#: CD2022218
 Vendor#: 3117

Sales

Pos	Description	Sales Qty	Unit	Price	Disc %	Tax %	Net Amount
1	Audio: Language Set-Up English	1.00	EA	380.000	0.00	0.00	USD 380.00
2	Audio: Language Set-up Spanish	1.00	EA	380.000	0.00	0.00	380.00
3	Audio: Ballot Faces	65.00	EA	17.150	0.00	0.00	1,114.75
4	Audio: Ballot Faces	65.00	EA	17.150	0.00	0.00	1,114.75
5	Audio: Contests/Issues	13.00	EA	18.450	0.00	0.00	239.85
6	Audio: Contests/Issues	13.00	EA	18.450	0.00	0.00	239.85
7	Audio: Candidates/Yes-No	53.00	EA	11.150	0.00	0.00	590.95
8	Audio: Candidates/Yes-No	53.00	EA	11.150	0.00	0.00	590.95
9	Audio: Props/Amends/Instructs	5.00	EA	22.800	0.00	0.00	114.00
10	Audio: Props/Amends/Instructs	5.00	EA	22.800	0.00	0.00	114.00

Tracking #:

Sub Total Amount

4,879.10

SURCHARGE

Admin Collection Surcharge

*The Administrative Collection Surcharge may be deducted from the payment of this invoice if remittance is received within 45 days of invoice date.

365.93

Total Exclusive Tax

5,245.03

Total Tax

0.00

Invoice Amount

5,245.03

Customer Number
35699

Invoice Number
CD2022218

INVOICE AMOUNT
5,245.03

Election Systems & Software
 ABA Routing No: 071000039
 Account No: 5800923558

TX: Texas

PLEASE DETACH AND RETURN THIS STUB WITH YOUR PAYMENT. THANK YOU.