

49



YourMembership.com, Inc
Main Tel. 860-437-5700

RECEIVED

INVOICE

BILL TO

Navarro Co. Criminal District Attorney
300 W. 3rd Ave.
Suite 301
Corsicana, Texas 75110
United States
Attn: Andrew Wolf

MAY 23 2022

NAVARRO COUNTY
AUDITOR'S OFFICE

INVOICE #	R57164196
DATE	05/12/22
AMOUNT DUE	USD 849.00
IO / PO #	315172
PURCHASED BY	
Andrew Wolf 9036543052 awolf@navarrocounty.org	

PRODUCT	DESCRIPTION	AMOUNT
Premium Job Flash™ Package Job Posting - Web	Texas Bar Career Center Job ID: 63268810 Job Name: Assistant District Attorney - Felony Job Title: Assistant District Attorney - Felony	USD 849.00
SUBTOTAL		USD 849.00
SALES TAX		USD 0.00
INVOICE TOTAL		USD 849.00

PLEASE NOTE OUR NEW REMITTANCE ADDRESS

Please Make Check Payable To:

YourMembership.com, Inc
Dept 3461
PO Box 123461
Dallas, TX 75312-3461
USA

ELECTRONIC:

Bank: Silicon Valley Bank
Routing #: 121140399
Swift Code: SVBKUS6S (International only)
Acct #: 3301167484
Acct Name: YourMembership.com, Inc

Please reference the invoice number with your payment. Checks should be made payable to YourMembership.com, Inc. Thank you for your business.

Payment is due by 06/12/22. If payment is not received by the posted due date, your account will become subject to an interest charge of 1.5% per month (18% annually) on the balance. Payments on delinquent accounts will be applied to the oldest outstanding balance. Please call 727.497.6573 if you have any questions concerning this invoice.

RECEIVED

MAY 25 2022

NAVARRO COUNTY
AUDITOR'S OFFICE

PURCHASE ORDER
NAVARRO COUNTY
300 WEST 3RD AVENUE, SUITE 4
CORSICANA, TX 75110
PHONE: (903) 654-3095
FAX: (903) 654-3097

315772

05/19/2022
PP 08/2022

TAX EXEMPT #75-6001092

PAYMENT TERMS: TEXAS PROMPT PAYMENT ACT

VENDOR: 008000 YOURMEMBERSHIP.COM INC GENERAL FUND
DEPT 3461
PO BOX 123461 DISTRICT ATTORNEY
DALLAS, TX 75312-3461

Qty	Description	Account	Item Amount	Item Total
1	JOB POSTING - WEB FOR TEXAS BAR	101-475-419	849.00	849.00

GRAND TOTAL

849.00

APPROVED BY:

Natalie Robinson

DATE

05/19/2022

NATALIE ROBINSON / TERRI GILLEN

ELECTRONIC INVOICES SHALL BE SENT TO AUDITOR@NAVARROCOUNTY.ORG

PAYMENT WILL BE MADE IN ACCORDANCE WITH TEXAS PROMPT PAYMENT ACT,
TGC, SUBTITLE F, CHAPTER 2251. BUDGET PROVISIONS HAVE BEEN MADE &
FUNDS ARE OR WILL BE AVAILABLE TO MEET THIS OBLIGATION WHEN DUE,
PROVIDED THERE IS PROPER & LEGAL PERFORMANCE.



RECEIVED

MAY 17 2022

NAVARRO COUNTY
AUDITOR'S OFFICE

Departmental Purchase Requisition

Company Your Membership Budget Number _____
Address _____ Request Date _____
City _____ Phone Number _____
State/Province _____ Zip/Postal Code _____ Fax Number _____
Country _____ Contact Name _____

Stock No.	Description	Supplier	Quantity	Unit Cost	Amount
	Job Posting - Web (for Texas Bar)				849 ⁰⁰
Comments publication and subscriptions account (will has spoken with Tom.)					Total
					Shipping Charge
					Grand Total 849 ⁰⁰

Authorized By Elected/Appointed Official

Date 5-13-2022

Return To: Navarro County Auditor's Office
300 West 3rd Avenue, Suite 10
Corsicana, TX 75110

Auditor Use Only
Vendor No: 8000
Purchase Order No: 315772
G/L Account No: 101-475-419
Auditor Approval: AC



NAVARRO COUNTY AUDITOR'S OFFICE

Natalie Robinson, First-Assistant
Kaye Martin, Assistant
Patty Wells, Assistant
Lisa Clay, Assistant
Jan Wise, Assistant
Fax: (903) 654-3097

Terri Gillen, County Auditor
Phone: (903) 654-3095

601 North 13th Street, Suite 6
Corsicana, TX 75110
e-mail: auditor@navarrocounty.org

INTEROFFICE MEMO

The attached item is being returned for the following reasons:

- Item incurred before purchase order issued *P.O. issued 5/19/22*
- 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
- System shows invoice paid
- Budget Account Number (Line Item) is missing – Acct # _____
- Insufficient budget in Line Item
- Payment Request inconsistent with County Policy
- Other _____

RECEIVED
MAY 25 2022
NAVARRO COUNTY
AUDITOR'S OFFICE

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 Navarro County Purchasing Policy was not followed on this purchase.

[Handwritten Signature]

Signature

5/24/2022

Date