



RECEIVED

SEP 28 2022

NAVARRO COUNTY AUDITOR'S OFFICE

Natalie Robinson, First-Assistant
Patty Wells, Assistant
Lisa Clay, Assistant
Jan Wise, Assistant
Krystal McCollum, Assistant

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

300 W 3rd Ave., Suite 4
Corsicana, TX 75110

e-mail: auditor@navarrocounty.org

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
System shows invoice paid
Budget Account Number (Line Item) is missing - Acct #
Insufficient budget in Line Item
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:

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.

Morris Steward
Signature

09/23/2022
Date

Huffman Communications Sales, Inc.

RECEIVED

Sales Invoice

903.872.6032 Fax
P.O. Box 1753
Corsicana, Texas 75151

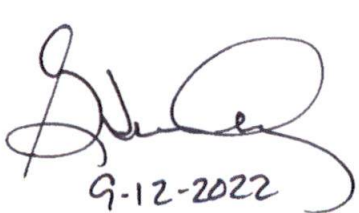
SEP 13 2022

NAVARRO COUNTY
AUDITOR'S OFFICE

DATE	INVOICE NO.
9/6/2022	39663

BILL TO
Navarro County S. O. 834 312 W. 2nd Avenue Corsicana, Texas 75110

SHIP TO
Navarro County S. O. 834 County Courthouse Corsicana, Texas 75110

P.O. NO.	TERMS	REP	SHIP DATE	SHIP VIA	FOB	PROJECT
316011	Net 30	SCH	9/6/2022			
ITEM	DESCRIPTION	QTY	RATE	AMOUNT		
Labor Tech I	Hourly Labor - Technician Level I Services to change out WiFi Antenna	2	85.00	170.00		
Debit: <u>101-5160-445</u> Desc: <u>Unit 2121 & 2018 - Changes out</u> PO#: <u>NA</u> Invoice#: <u>39663</u> Vendor#: <u>277</u>		Unit 2121 Unit 2018 Antenna				
 9-12-2022						

	Total	\$170.00
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