



Pct 1

20

NAVARRO COUNTY AUDITOR'S OFFICE

Natalie Robinson, First-Assistant  
Patty Mosley, Assistant  
Lisa Clay, Assistant  
Vicki Lewis, Assistant  
Krystal McCollum, Assistant  
Kari Davis, Purchasing Assistant

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

300 W 3<sup>rd</sup> 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 \_\_\_\_\_ Needed PO

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.

Signature

Date

Purvis Industries Corsicana

P.O. Box 540757  
Dallas, TX 75354



# INVOICE

|                     |        |
|---------------------|--------|
| INVOICE             |        |
| 31544822            |        |
| Invoice Date        | Page   |
| 01/24/2024 16:35:08 | 1 of 1 |
| ORDER NUMBER        |        |
| 11921842            |        |

## RECEIVED

FEB 09 2024

210864-4.12 0 5166-1.1 1oz

NAVARRO COUNTY  
AUDITOR'S OFFICE

Branch: 1003

BILL TO:  
NAVARRO COUNTY PRCT1  
ATTN ACCOUNTS PAYABLE  
300 W 3RD AVE  
CORSICANA TX 75110

**Ship To:**

NAVARRO COUNTY PRCT1  
300 W 3RD AVE  
COUNTY AUDITOR  
CORSICANA , TX 75110  
US

Ordered By: Default Contact

| PO Number                        | Term Description | Net Due Date | Disc Due Date | Discount Amount |
|----------------------------------|------------------|--------------|---------------|-----------------|
| Chris-319094-2024-01-04 08:38:07 | NET 30 DAYS      | 02/23/2024   | 02/23/2024    | 0.00            |

| Order Date          | Pick Ticket No | Primary Salesrep Name | Taker    |
|---------------------|----------------|-----------------------|----------|
| 01/04/2024 08:08:21 | 21794504       | HSE HSE COR_1003      | PGUNNELL |

| Quantities |         |  | UOM<br>Unit Size | Disp. | Item ID<br>Item Description | Pricing<br>UOM<br>Unit Size | Unit<br>Price | Extended<br>Price |
|------------|---------|--|------------------|-------|-----------------------------|-----------------------------|---------------|-------------------|
| Ordered    | Shipped |  |                  |       |                             |                             |               |                   |

Carrier:

Tracking #:

|      |      |  |    |     |                                |     |         |       |
|------|------|--|----|-----|--------------------------------|-----|---------|-------|
| 2.00 | 2.00 |  | EA |     | 10SF16                         | EA  | 37.9143 | 75.83 |
|      |      |  |    | 1.0 | TIMKEN                         | 1.0 |         |       |
|      |      |  |    |     | Spherical Plain Bearing Radial |     |         |       |
| 1.00 | 1.00 |  | EA |     | MM51-006100                    | EA  | 38.4286 | 38.43 |
|      |      |  |    | 1.0 | ROYAL SUPPLY                   | 1.0 |         |       |

Total Lines: 2

Total Freight In: 14.24

Total Freight Out: 0.00

**SUB-TOTAL:** 114.26  
**TOTAL FREIGHT:** 14.24  
**TAX:** 0.00  
**AMOUNT DUE:** 128.50

Debit: 211-611-321  
 Desc: Unit 14 - Plain Bearings, Royal Supply  
 PO#: NA  
 Invoice#: 31544822  
 Vendor#: 389

For Payment Inquiries, please contact Accounts Receivable at (214) 358-5500.  
All information is confidential and proprietary of Purvis Industries.







warning on HW.

RECEIVED

Purvis Industries  
10500 N Stemmons Freeway  
Dallas, TX 75220  
US

JAN 24 2024

NAVARRO COUNTY  
AUDITOR'S OFFICE

PACKING LIST

|                     |        |
|---------------------|--------|
| Pick Ticket Number  |        |
| 21794504            |        |
| Pick Date           | Page   |
| 01/09/2024 12:03:38 | 1 of 1 |
| ORDER NUMBER        |        |
| 11921842            |        |

**Bill To:**  
NAVARRO COUNTY PRCT1  
ATTN ACCOUNTS PAYABLE  
300 W 3RD AVE  
CORNICANA , TX 75110  
US  
(903) 354-6875

**Ship To:**  
NAVARRO COUNTY PRCT1  
300 W 3RD AVE  
COUNTY AUDITOR  
CORNICANA , TX 75110  
US

Ordered By: Default Contact

Customer ID: 47106

| PO Number    | Terms Description | Net Due Date | Disc Due Date | Discount Amount |
|--------------|-------------------|--------------|---------------|-----------------|
| Chris-319094 | NET 30 DAYS       |              |               |                 |

| Order Date          | Pick Ticket No | Primary Sales Representative | Sales Representative |
|---------------------|----------------|------------------------------|----------------------|
| 01/04/2024 08:08:21 | 21794504       | HSE HSE COR_1003             | PGUNNELL             |

| Ordered | Shipped | Remaining | UOM<br>Unit Size | Item ID<br>Item Description | UOM<br>Unit Size |
|---------|---------|-----------|------------------|-----------------------------|------------------|
|---------|---------|-----------|------------------|-----------------------------|------------------|

Carrier:

Tracking #:

|      |      |      |     |  |     |
|------|------|------|-----|--|-----|
| 2.00 | 2.00 | 0.00 | EA  | 10SF16                                   | EA  |
|      |      |      | 1.0 | TIMKEN<br>Spherical Plain Bearing Radial | 1.0 |
| 1.00 | 1.00 | 0.00 | EA  | MM51-006100                              | EA  |
|      |      |      | 1.0 | ROYAL SUPPLY                             | 1.0 |

Shipment Accepted By:

Unit #14

Total Lines: 2  
Total Pieces: 3.00  
Total Weight: 0.528

Reference [https://www.purvisindustries.com/ASSETS/DOCUMENTS/CMS/EN/Terms\\_of\\_Sales.pdf](https://www.purvisindustries.com/ASSETS/DOCUMENTS/CMS/EN/Terms_of_Sales.pdf) for Terms of Sales.

