



NAVARRO COUNTY AUDITOR'S OFFICE

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Terri Gillen, County Auditor
300 W 3rd Ave., Suite 4
Corsicana, TX 75110
Phone: (903) 654-3095 e-mail: auditor@navarrocounty.org

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

RECEIVED
JUL 28 2024
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:

No PO Obtained

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

7/29/24
Date



Ed Brown Distributions
 2510 National Dr.
 Garland, US 75041
 (800) 880-2138

Invoice

Page: 1

Invoice Number: SV-INV046775
 Invoice Date: 7/17/2024

Bill To: Navarro County Jail
 Navarro County Jail
 312 W 2nds Avenue
 Corsicana, TX 75110
 USA

Ship To: Navarro County Jail - CORSICANA -
 300 West 2nd
 Corsicana, TX 75110
 USA

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NAVARRO COUNTY
 AUDITOR'S OFFICE

Due Date 8/16/2024
 Terms Payment 30 days after invoice date

Customer ID EBD-51874
 P.O. Number
 P.O. Date 7/11/2024
 Our Order No. SVO073360
 SalesPerson Eric Arthur

Repair Description

CHECKED W/1, REPLACE 2 HOT WATER VALVE KITS. TESTED.

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JUL 28 2024

NAVARRO COUNTY
 AUDITOR'S OFFICE

Model No.	Serial No.	Machine Description
FWS-60 TP2 HW	8102279893	200 G-FORCE FAGOR WASHER

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
G582P3 KIT, ELBI VALVE DIAPHRAGM	Each	2	2	38.295	76.59
SRV-LABOR Service Call Labor	Each	1.5	1.5	140.00	210.00
SRV-FLATCHG Service-Service Charge	Each	1	1	186.00	186.00

Eric Arthur
 7-24-2024

Amount Subject to Sales Tax 472.59
 Amount Exempt from Sales Tax 0.00

Subtotal: 472.59
 Total Sales Tax: 39.01
Total: 511.60