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RECEIVED

NOV 08 2024

NAVARRO COUNTY
AUDITOR'S OFFICE

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 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:

No PO obtained before purchase

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

11/8/2024
Date



Departmental Purchase Requisition

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NAVARRO COUNTY
AUDITOR'S OFFICE

Company Barristers Educational Services
 Address PO Box 2036
 City Hattiesburg
 State/Province MS Zip/Postal Code 39403
 Country USA

Budget Number _____
 Request Date 11/6/2024
 Phone Number _____
 Fax Number _____
 Contact Name Bob Schell

Stock No.	Description	Supplier	Quantity	Unit Cost	Amount	
	Ethics CLE Bundle	Barristers	3 Hrs	\$79.00	\$79.00	
	State Bar Out of State CLE Fee	State Bar of Texas	2	50.92	\$50.92	
					Total	\$129.92
Comments Needed 2 hours ethics to fulfill needed credit hours.						
					Shipping Charge	
					Grand Total	\$129.92

 Authorized By Elected/Appointed Official
 Date _____

Auditor Use Only
 Vendor No: _____
 Purchase Order No: _____
 G/L Account No: _____
 Auditor Approval: _____

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



Compose

Inbox

Starred

Snoozed

Sent

Drafts

More

Labels

Bob's Stuff

CLE

Contracts Rev

Forfeitures

Mental Health

Misc.

NISIs

Operation Head Shop

Opinions

PIA Requests

Protective Orders

Quarantine

Subpoena Resp.

From: Barristers Educational Services <information@barristerscle.com>
Date: May 7, 2024 at 9:42:41 AM CDT
To: lex.admiral@gmail.com
Subject: Payment Receipt for Barristers Order #46018

Dear Robert Schell,

Thank you for placing your order with Barristers Educational Services!

Your order has been paid in full. Below are the items you ordered on Tuesday, the 7th of May 2024:

1. 3-Hour Texas MCLE Ethics Compliance Bundle for 2024

A collection of three hours of our newest online ethics courses at a big discount! An easy and affordable way to satisfy your ethics | \$79

Your total for today: \$79

TEXAS ATTORNEYS: If you are an attorney seeking credit in Texas and you are confronting an MCLE Reporting Deadline, please bring MCLE credits prior to your individual MCLE deadline (which can be accomplished easily on the State Bar's website, using the Text you have finished a course). As an MCLE sponsor, Barristers will report your credit to the State Bar as quickly as possible; but, please

KENTUCKY ATTORNEYS: If you are an attorney seeking CLE credit in Kentucky, please note that the Kentucky CLE Rules require for you to download upon your completion of an individual online CLE course. This signed Certificate of Completion must then be Kentucky CLE Commission's address and other contact information will appear at the top of each certificate.) It is customary in Kentucky CLE Commission. If you prefer that Barristers report your CLE credit completion to the Kentucky CLE Information@BarristersCLE.com within 15 days of completing the course, and we will be happy to submit the certificate(s) on your June 30th, and must be reported no later than August 10th. It is the individual attorney's responsibility to ensure these deadlines

MISSOURI ATTORNEYS: Unlike other states, the Missouri Bar requires that Missouri attorneys self-report completion of CLE courses on your behalf.) To assist you in this process, a Certificate of Completion will be generated upon your completion of a Barristers Certificate of Completion will provide the title of the course, the date on which you completed it, and the number of Missouri MCLE Missouri attorneys can earn no more than 6 hours of CLE per year through On-Demand and other self-study formats, and no ethics remaining 9 hours of CLE per year (including the 2 required ethics credits) must be earned at "live" CLE events (like Barristers Live

If you have any questions, please do not hesitate to contact us at this e-mail address (information@barristerscle.com) or call 1-800-874-85

Thanks again for your order, and we look forward to serving your MCLE needs online and offline

Sincerely,

MEMBER STATEMENT OF FEES

Purchase Summary

Payment for the following MCLE fees has been processed.

[PRINT](#)

If you have any questions please contact the MCLE department at mcle@texasbar.com (mailto:mcle@texasbar.com) or 1-(800)-204-2222, ext. 1806.

Date	Description	Amount
11/6/2024	Course Fee	\$25.00
11/6/2024	Course Fee	\$25.00
11/6/2024	Payment Processing Fee	\$0.92
Total		\$50.92