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NAVARRO COUNTY AUDITOR'S OFFICE

DEC 11 2024

NAVARRO COUNTY AUDITOR'S OFFICE

RECEIVED

DEC 17 2024

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

Terri Gillen, County Auditor

Phone: (903) 654-3095

NAVARRO COUNTY AUDITOR'S OFFICE

auditor@navarrocounty.org

Natalie Robinson, First-Assistant

Patty Mosley, Assistant

Lisa Clay, Assistant

Vicki Lewis, Assistant

Krystal McCollum, Assistant

Kari Davis, Purchasing Assistant

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

Signature

12-16-24

Date

RECEIVED

DEC 11 2024

NAVARRO COUNTY
AUDITOR'S OFFICE

B&W Tire and Towing Inc.

1310 N. Business 45

Corsicana, TX. 75110

Phone: 903-872-3349 Fax: 903-873-9384

INVOICE

3169

RECEIVED

INVOICE

Printed Date: 12/06/2024 ~~DEC 17 2024~~ Completed: 12/06/2024

NAVARRO COUNTY SHERIFF OFFICE - KEITH LEWIS

312 W 2ND AVE

CORSICANA, TX 75110

Home 903-654-3000 MAIN

Office 903-654-3001 DIS DISPATCH

2024 ONAN GENERATOR - SALLY PORT -

Lic # :

VIN # :

Odometer In : 0

NAVARRO COUNTY
AUDITOR'S OFFICE

Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Ext
FUEL FILTER 33522	1.00	21.72	21.72	SERVICE GENERATOR	0.79	75.00
OIL FILTER 51444	1.00	34.38	34.38			
AIR FILTER 42674	1.00	102.39	102.39			
15-40 PER QUART 15-40	28.00	4.05	113.40			

Org. Estimate 0.00 Revisions 0.00 Current Estimate 0.00

[Signature]
12-10-2024

Labor:	75.00
Parts:	271.89
SubTotal:	346.89
Tax:	0.00
Total:	346.89
Bal Due:	\$346.89

[Payments -]

Vehicle Received: 12/6/2024

Customer Number : 848

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. Warranty on parts is one year and Labor is 90 Days. Warranty work has to be performed in our shop & cannot exceed the original cost of repair.

Signature _____ Date _____

Visit us on the web: www.bwtireandtowing.com

Email Address: shop@bwtireandtowing.com

Service Advisor : Barber, Debra, Tech : Segovia, Trini; Cossell, Weston

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B&W Tire and Towing Inc.

1310 N. Business 45

Corsicana, TX. 75110

Phone: 903-872-3349 Fax: 903-873-9384

INVOICE

3172

NAVARRO COUNTY
AUDITOR'S OFFICE

RECEIVED

DEC 17 2024

Printed Date: 12/06/2024

Work Completed: 12/06/2024

INVOICE

NAVARRO COUNTY SHERIFF OFFICE - KEITH LEWIS

312 W 2ND AVE

CORSICANA, TX 75110

Home 903-654-3000 MAIN

Office 903-654-3001 DIS DISPATCH

2024 ONAN GENERATOR - MAINTENANCE BAY -

Lic # :

VIN # :

NAVARRO COUNTY
AUDITOR'S OFFICE

Odometer In : 0

Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Ext
WATER FILTER WF2071	1.00	13.42	13.42	SERVICE GENERATOR	1.00	75.00
FUEL FILTER 33357	1.00	17.10	17.10			
OIL FILTER LF3000	1.00	29.60	29.60			
15-40 PER QUART 15-40	24.00	4.05	97.20			
AIR FILTER 42676	1.00	69.26	69.26			
FUEL SEPARATOR FS1251	1.00	10.14	10.14			

Org. Estimate 0.00 Revisions 0.00 Current Estimate 0.00

Labor:	75.00
Parts:	236.72
SubTotal:	311.72
Tax:	0.00
Total:	311.72
Bal Due:	\$311.72

[Signature]
12-10-2024

[Payments -]

Vehicle Received: 12/6/2024

Customer Number : 848

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Signature _____ Date _____

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INVOICE

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Printed Date: 12/06/2024 Work Completed: 12/06/2024

NAVARRO COUNTY SHERIFF OFFICE - KEITH LEWIS

312 W 2ND AVE

CORSICANA, TX 75110

Home 903-654-3000 MAIN

Office 903-654-3001 DIS DISPATCH

2024 ONAN GENERATOR - SALLY PORT -

Lic # :

Odometer In : 0

VIN # :

Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Ext
FUEL FILTER 33522	1.00	21.72	21.72	SERVICE GENERATOR	0.79	75.00
OIL FILTER 51444	1.00	34.38	34.38			
AIR FILTER 42674	1.00	102.39	102.39			
15-40 PER QUART 15-40	28.00	4.05	113.40			

Org. Estimate 0.00 Revisions 0.00 Current Estimate 0.00

Labor:	75.00
Parts:	271.89
SubTotal:	346.89
Tax:	0.00
Total:	346.89
Bal Due:	\$346.89

[Signature]
12/10-2024

[Payments -]

Vehicle Received: 12/6/2024

Customer Number : 848

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Signature _____ Date _____

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AUDITOR'S OFFICE

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1310 N. Business 45
Corsicana, TX. 75110
Phone: 903-872-3349 Fax: 903-873-9384

RECEIVED

DEC 17 2024

Printed Date: 12/06/2024

Work Completed: 12/06/2024

INVOICE

3171

INVOICE

NAVARRO COUNTY SHERIFF OFFICE - KEITH LEWIS
312 W 2ND AVE
CORSICANA, TX 75110
Home 903-654-3000 MAIN
Office 903-654-3001 DIS DISPATCH

2024 KOHLER GENERATOR - MAINTENANCE BAY -
Lic # :
VIN # :
Odometer In : 0

Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Ext
OIL FILTER 57076	1.00	13.81	13.81	SERVICE GENERATOR	1.00	75.00
15-40 PER QUART 15-40	8.50	4.05	34.43			
ORANGE ANTIFREEZE ORANGE	1.00	20.60	20.60			
WATER FILTER 33752	1.00	41.30	41.30			

Org. Estimate 0.00 Revisions 0.00 Current Estimate 0.00

Labor:	75.00
Parts:	110.14
SubTotal:	185.14
Tax:	0.00
Total:	185.14
Bal Due:	\$185.14

[Payments -] *Debra Kelley 12/10/24*

Vehicle Received: 12/6/2024 Customer Number : 848

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Signature _____ Date _____