



22

RECEIVED

NAVARRO COUNTY AUDITOR'S OFFICE

MAY 20 2024

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
Fax: (903) 654-3097

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

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

e-mail: auditor@navarrocounty.org

INTEROFFICE MEMO

The attached item is being returned for the following reasons:

- X 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

Date 5/20/24

Smith General Store  
 310-B S. 9th Street  
 Corsicana, Texas 75110  
 903-874-1372

**Statement Date:** 04/30/2024  
**Statement Number:** 17420  
**Payment Due Date:** 05/10/2024  
**Total Due:** \$163.85

CECILY NORS  
 TEXAS A&M AGRILIFE EXTENISON NAVARRO COU  
 313 W 3 RD AVENUE  
 TX 75110-

Date	Invoice Number	Invoice Amount	Payment Amount
<b>Last Statement Balance:</b>			\$0.00
<b>04/17/2024</b>	128523 Tax: \$0.00	<b>\$95.26</b>	<b>\$95.26</b>
1.000	QUEEN EASY SIFT SHAVINGS	\$8.99	\$8.99
1.000	START N GROW NON MED 25LB	\$14.99	\$14.99
12.000	WATERER 1 QT TOP	\$3.99	\$47.88
12.000	WATERER 1 QT BOTTOM	\$1.95	\$23.40

*P M*

<b>04/18/2024</b>	128530 Tax: \$0.00	<b>\$7.99</b>	<b>\$103.25</b>
1.000	HEAT LAMP RED BULB	\$7.99	\$7.99

*Anna Yates*

<b>04/24/2024</b>	128570 Tax: \$1.32	<b>\$17.30</b>	<b>\$120.55</b>
2.000	HEAT LAMP RED BULB	\$7.99	\$15.98

*Kella Core*


<b>04/25/2024</b>	128582 Tax: \$0.00	<b>\$43.30</b>	<b>\$163.85</b>
2.000	HEAT LAMP CLAMP	\$13.66	\$27.32
2.000	HEAT LAMP RED BULB	\$7.99	\$15.98

*K Core*

**Total Due:** \$163.85

Smith General Store  
310-B S. 9th Street  
Corsicana, Texas 75110  
903-874-1372

Invoice: 128523  
Drawer: 02  
Employee: GLEN

  
Date: 04/17/2024  
Time: 03:14 29 PM

CECILY NORS  
TEXAS A&M AGRILIFE EXTENISON NAVARRO  
COU  
313 W 3 RD AVENUE  
TX 75110-

Charge

Ex	UOM	Dis	Qty	Description	Price	Ext
Y			1	QUINTASYS SIFT SHAM	0.00 \$8.990	\$8.99
Y			1	START N GROW NON MED 25LB	0.00 \$14.990	\$14.99
Y			12	WATERER 1 QT TOP	0.00 \$3.990	\$47.88
Y			12	WATERER 1 QT BOTTOM	0.00 \$1.950	\$23.40


Subtotal : \$95.26  
Tax : (8.25%) : \$0.00

**Total : \$95.26**

*Kellie*

Smith General Store  
310-B S. 9th Street  
Corsicana, Texas 75110  
903-874-1372

Invoice: 128570  
Drawer: 02  
Employee: GLEN

  
Date: 04/24/2024  
Time: 11:36:27 AM

CECILY NORS  
TEXAS A&M AGRILIFE EXTENISON NAVARRO  
COU  
313 W 3 RD AVENUE  
TX 75110-

Charge


Ex	UOM	Dis	Qty	Description	Price	Ext
N			2	HEAT LAMP RED BULB	0.00 \$7.990	\$15.98

Subtotal : \$15.98  
Tax : (8.25%) : \$1.32

**Total : \$17.30**

Smith General Store  
310-B S. 9th Street  
Corsicana, Texas 75110  
903-874-1372

Invoice: 128582  
Drawer: 02  
Employee: RHAUCHE

  
Date: 04/25/2024  
Time: 01:12:41 PM

CECILY NORS  
TEXAS A&M AGRILIFE EXTENISON NAVARRO  
COU  
313 W 3 RD AVENUE  
TX 75110-

Charge


Ex	UOM	Dis	Qty	Description	Price	Ext
Y			2	HEAT LAMP WITH CLAMP	0.00 \$13.660	\$27.32
Y			2	HEAT LAMP RED BULB	0.00 \$7.990	\$15.98

Subtotal : \$43.30  
Tax : (8.25%) : \$0.00

**Total : \$43.30**

Smith General Store  
310-B S. 9th Street  
Corsicana, Texas 75110  
903-874-1372

Invoice: 128530  
Drawer: 02  
Employee: RHAUCHE

  
Date: 04/18/2024  
Time: 10:02:30 AM

CECILY NORS  
TEXAS A&M AGRILIFE EXTENISON NAVARRO  
COU  
313 W 3 RD AVENUE  
TX 75110-

Charge

Ex	UOM	Dis	Qty	Description	Price	Ext
Y			1	HEAT LAMP RED BULB	0.00 \$7.990	\$7.99

Subtotal : \$7.99  
Tax : (8.25%) : \$0.00

**Total : \$7.99**

Smith General Store  
310-B S. 9th Street  
Corsicana, Texas 75110  
903-874-1372

Invoice: 128523  
Drawer: 02  
Employee: GLEN

Date: 04/17/2024  
Time: 09:14 29 PM



CECILY NORS  
TEXAS A&M AGRILIFE EXTENSION NAVARRO  
COU  
313 W 3 RD AVENUE  
TX 75110-

Charge

Ex	UOM	Dis	Qty	Description	Price	Ext
			1	QUEEN EASY SHFT SHAVE		
Y			0.00		\$8.990	\$8.99
			1	START II GROW NON MED 25LB		
Y			0.00		\$14.990	\$14.99
			12	WATERER 1 QT TOP		
Y			0.00		\$3.990	\$47.88
			12	WATRFR 1 QT BOTTOM		
Y			0.00		\$1.950	\$23.40

Subtotal: \$95.26  
Tax: (8.25%): \$0.00

**Total: \$95.26**

*Kellie*

Smith General Store  
310-B S. 9th Street  
Corsicana, Texas 75110  
903-874-1372

Invoice: 128570  
Drawer: 02  
Employee: GLEN

Date: 04/24/2024  
Time: 11:36:27 AM



CECILY NORS  
TEXAS A&M AGRILIFE EXTENSION NAVARRO  
COU  
313 W 3 RD AVENUE  
TX 75110-

Charge

Ex	UOM	Dis	Qty	Description	Price	Ext
			2	HEAT LAMP RED BULB		
N			0.00		\$7.990	\$15.98

Subtotal: \$15.98  
Tax: (8.25%): \$1.32

**Total: \$17.30**

Smith General Store  
310-B S. 9th Street  
Corsicana, Texas 75110  
903-874-1372

Invoice: 128582  
Drawer: 02  
Employee: RHAUCHELLE

Date: 04/25/2024  
Time: 01:12:41 PM



CECILY NORS  
TEXAS A&M AGRILIFE EXTENSION NAVARRO  
COU  
313 W 3 RD AVENUE  
TX 75110-

Charge

Ex	UOM	Dis	Qty	Description	Price	Ext
			2	HEAT LAMP WHITE CLAMP		
Y			0.00		\$13.660	\$27.32
			2	HEAT LAMP RED BULB		
Y			0.00		\$7.990	\$15.98

Subtotal: \$43.30  
Tax: (8.25%): \$0.00

**Total: \$43.30**

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310-B S. 9th Street  
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903-874-1372

Invoice: 128530  
Drawer: 02  
Employee: RHAUCHELLE

Date: 04/18/2024  
Time: 10:02:30 AM



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TEXAS A&M AGRILIFE EXTENSION NAVARRO  
COU  
313 W 3 RD AVENUE  
TX 75110-

Charge

Ex	UOM	Dis	Qty	Description	Price	Ext
			1	HEAT LAMP RED BULB		
Y			0.00		\$7.990	\$7.99

Subtotal: \$7.99  
Tax: (8.25%): \$0.00

**Total: \$7.99**