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DEC 19 2024

DEC 30 2024

NAVARRO COUNTY
AUDITOR'S OFFICE

NAVARRO COUNTY AUDITOR'S OFFICE
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AUDITOR'S OFFICE

Natalie Robinson, First-Assistant
Rhonda Knight, Assistant
Lisa Clay, Assistant
Vicki Lewis, 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 PO Required

Please provide the additional documentation or explanation necessary to process this payment request. This notice must remain attached to the payment request.

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]
Signature

Date



REMIT TO:
 DEALERS ELECTRICAL SUPPLY CO
 PO BOX 2535
 WACO, TX 76702-2535
 Phone 254-756-7251

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DEC 02 2024

NAVARRO COUNTY
 AUDITOR'S OFFICE

Invoice

INVOICE DATE	INVOICE NUMBER
11/14/2024	S101385904.001
DEALERS ELECTRICAL SUPPLY CO 400 N. MAIN CORSIKANA, TX 75110-4628 Phone 903-872-1211	
PAGE NO. 1 of 1	

BILL TO:

DEC 18 2024

NAVARRO COUNTY
 AUDITOR'S OFFICE
 300 W THIRD AVE STE 4
 CORSICANA, TX 75110-4672

SHIP TO:

NAVARRO COUNTY
 300 W THIRD AVE STE 4
 BUYBOARD CONTRACT 657-21
 CORSICANA, TX 75110

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON		
25929	321963		HOUSE ACCOUNT		
WRITER		SHIP VIA	TERMS	SHIP DATE	ORDER DATE
SHELLEY MCDADE 33CR		WILL CALL	VENDOR 10TH PROX	11/14/2024	11/14/2024
ORDER QTY	SHIP QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
1ea	1ea	SQD HOM115 SP-120/240V-15A CB		5.802/ea	5.80
1ea	1ea	EGS 8371N 4IN SQ 2-DPLX RCPT CVR		2.315/ea	2.32
<p>2024/11/14 09:12:19 AM S101385904.1</p> <p><i>TD</i></p> <p><i>Robert</i></p> <p>Precinct 2 - Plug for Robert</p> <p><i>T.D.</i></p> <p><i>Robert</i></p> <p>Debit: <u>212-612-321</u> Desc: <u>120 Plug</u> PO#: <u>NA</u> Invoice#: <u>5101385904.001</u> Vendor#: <u>1658</u></p>					

** REPRINT ** REPRINT ** REPRINT **

If paid by 12/10/2024 you may deduct \$0.11
 Invoice is due by 12/15/2024 net of any cash discount.
 Past Due Balances subject to 1.50% service charge, 18% per annum.
 A CONSOLIDATED INVOICE IS ATTACHED FOR SHIPMENTS IN THE PAST MONTH.
 BY SIGNING THIS DOCUMENT YOU ARE AGREEING TO DEALERS ELECTRICAL SUPPLY TERMS AND CONDITIONS. FOR FURTHER INFORMATION ABOUT THESE TERMS AND CONDITIONS PLEASE GO TO www.dealerelectrical.com

Subtotal	8.12
S&H Charges	0.00
Tax	0.00
Payments	0.00
Amount Due	8.12