

RECEIVED

MAR 19 2025

NAVARRO COUNTY
AUDITOR'S OFFICE



NAVARRO COUNTY AUDITOR'S OFFICE

Natalie Robinson, First-Assistant
Stephanie Cates, Assistant
Lisa Clay, Assistant
Rhonda Knight, Assistant
Vicki Lewis, Assistant
Kari Davis, Purchasing Assistant

Terri Gillen, County Auditor

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

Phone: (903) 654-3095

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 Did not request PO

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

Date



Cole Distributing Company
P.O. Box 1582
Palestine, TX 75802
(903) 723-8585

Invoice No: IN-069347
Invoice Date: Fri 03/07/2025
Delivery Date: Fri 03/07/2025
Lift Date/Time: Fri 03/07/25 03:00p
Account ID: 55287

MAR 19 2025

NAVARRO COUNTY
AUDITOR'S OFFICE

Original

Bill To:

NAVARRO COUNTY
300 W 3rd
Ste 4
Corsicana, TX 75110

Ship To:

ID: 2
Precinct 2 KERENS
907 NW 2ND
Kerens, TX 75144

Order No: OD-100291

Reference No.:

P.O. No: PO#322820

Salesperson: Bid accounts

Carrier:

COLE DISTRIBUTING

Description	From Site	BOL No	Units	Unit Price	Total
Diesel	Drop	142428	1,382.80	2.735999	3,783.34
Unleaded	Drop	142428	334.00	2.380389	795.05

Tax and Other Charges Included in Price	Basis	Rate	Amount
Diesel Superfund Tax - Diesel	1,382.80		0.00
Fed Env Fee 10% eth Gasoline - Unleaded	334.00		0.00
Federal Diesel Excise - Diesel	1,382.80		0.00
Federal Environmental Fee Dsl - Diesel	1,382.80		0.00
Federal Gas Excise - Unleaded	334.00		0.00
Gas Superfund tax - Unleaded	334.00		0.00
Texas Diesel Excise - Diesel	1,382.80	0.200000	276.56
Texas Gas Excise - Unleaded	334.00	0.200000	66.80

\$3783.34

\$795.05

Debit: 212-612-370
Desc: 1382.80 Gal - Diesel
PO#: NA
Invoice#: IN-069347
Vendor#: 7963

Debit: 212-612-370
Desc: 334.00 Gal - Gas
PO#: NA
Invoice#: IN-069347
Vendor#: 7963

Invoice Total

\$4,578.39

****Payment Terms Summary****

Due by Sun 04/06/2025 (Net 30)

4,578.39

RECEIVED COLE DISTRIBUTING COMPANY LLC

142428

CORSICANA DIVISION • DISTRIBUTOR/RESELLER
1200 N Bus. 45 • Corsicana, Texas 75110
903-872-6621 • 903-303-5571

MAR 14 2025

NAVARRO COUNTY
MAKES REFERENCE TO
COUNTY OFFICE

Cole Distributing Company, LLC
PO Box 1582
Palestine, TX 75802

TERMS

- ☐ CASH
- ☐ CHARGE
- ☐ RETURNS
- ☐ TRANSFER
- ☐ PAYMENT

DATE

BULK PLANT

ACCOUNT NO.

NAME

ADDRESS

PHONE

CUSTOMER ORDER NO:

SUBJECT TO CORRECTION OF CLERICAL ERRORS
DO NO DESTROY-THIS IS YOUR INVOICE AND MANIFEST

PACKAGES		PRODUCT	PRODUCT CODES	QUANTITY	UOM	PRICE EACH	AMOUNT
NO.	Kind, Size and No. to Case						
	BULK	GASOLINE / FLAMMABLE LIQUID 3 UN 1203 II					
		REGULAR UNLEADED					
	BULK	FUEL/OIL COMBUSTIBLE LIQUID (Diesel No.2) NA 1993 III LOW SULFER		400	334.0		
	BULK	FUEL/OIL COMBUSTIBLE LIQUID (Diesel No.2) NA 1993 III DYED DIESEL		1500	1382.8		

SALE # 1311 DATE 03/07/25 14:26:58
COUNT: START 0.0 END 334.0
GROSS DELIVERY 334.0 GALLONS

* MULTIPLE DELIVERIES AT ONE SITE *
SALE # 1312 DATE 03/07/25 14:33:58
COUNT: START 0.0 END 1382.8
GROSS DELIVERY 1382.8 GALLONS

DATE	3-7	NOTES: Gates close @ 3 m-F Idel	* MULTIPLE DELIVERIES AT ONE SI		
ARRIVAL	2:40				
DEPARTURE	3:00		Subtotal		
TRUCK	47		Sales Tax		
Emergency Contact: DR LONE STAR HAZMAT 888-942-9628			CC Fee		
Delivered By	(B)	Received Quantity Customer	Load Time	TOTAL AMOUNT	

Liability for State Motor Fuel tax shown on invoice has been assumed and will be paid as required by law. Seller warrants and agrees that goods delivered hereunder were produced in compliance with all applicable requirements of Section 6, 7 and 12 of the Fair Labor Standards Act of 1938 as amended and of regulations and orders of the Administrator of the Wage and Hour Division issued under Section 14 thereof.

PAYMENT RECEIVED - FOR OFFICE USE ONLY

Customer Signature

DATE:

AMOUNT:

CHECK

CASH

CARD