

RECEIVED

MAR 26 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.

David Bremer
Signature

3/26/25
Date

RECEIVED

GILFILLAN'S PAINT & HARDWARE
1440 W 7TH AVENUE
CORSICANA, TX 75110

PAGE NO 1

Gilfillan's
True Value

MAR 26 2025

NAVARRO COUNTY
AUDITOR'S OFFICE

PHONE: (903) 872-5053

CUST NO: 701837 JOB NO: 804 PURCHASE ORDER: 319141

REFERENCE: PO # 319141

TERMS: BLUETARP EXTENDED

CLERK: CRISTINA

DATE / TIME: 3/24/25 1.24

SOLD TO:
NAVARRO COUNTY
300 W 3RD AVE, SUITE 4

SHIP TO:
NAVARRO CO. PCT #4

DUE DATE: 4/10/25

TERMINAL: 551

CORSICANA TX 75110
903-654-3095

CORSICANA TX 75110
903-654-3030

TAX: 001 TEXAS STATE TAX

INVOICE: C94205/1

LINE	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	SUGG	UNITS	PRICE/ PER	EXTENSION
1	4	4	EA	5058497	CLEVIS GRB HOOK FS 5/16"		4	10.99 /EA	43.96 N
					Debit: 214-614-321				
					Desc: Grab Hooks				
					PO#: NA				
					Invoice# C94205/1				
					Vendor# 1225				

** REMIT TO CAPITAL ONE **

43.96

TAXABLE 0.00
NON-TAXABLE 43.96
SUBTOTAL 43.96

(JORDAN HADEN)

** Capital One PAYMENT**
BKCRD# XXXXXXXXXXXXX7582

43.96

TAX AMOUNT 0.00
TOTAL 43.96



TOT WT: 2.64
MID: ***4931

APP: 625449

XR: 294205

[Signature]
Received By