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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

Charles Adams, 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:

- [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: ____________

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** ____________

GILLEN TRUCKING LLC
DANNY GILLEN
227 SHADY CREEK LANE, CORSICANA TX. 75109
TEL: 903-641-2703

INVOICE
0367

SOLD TO Navarro County Pct 1	SHIP TO
ADDRESS RECEIVED	ADDRESS
CITY, STATE, ZIP AUG 18 2025	CITY, STATE, ZIP

CUST. ORDER NO.	SALESMAN	TERMS	F.O.B.	DATE
NAVARRO COUNTY AUDITOR'S OFFICE				8/11 - 8/13/25

GT6P

DATE	HOURS	DESCRIPTION	PRICE	LOADS	AMOUNT
8/11	6.5	Barn to NE0160 - 1 Base, 5 loads of Haul Off	$125	6	812.50
8/12	6.5	NE0160 - 6 loads of Haul Off	$125	6	812.50
GT2					
				Tons	
8/11	3lds	Connors to Pct 1 Barn - Base	$12.00	75.97	911.64
8/12	3lds	Connors to NW0140, NW0141, Barn - Base	12.00	72.94	875.28
8/13	1ld	Connors to Pct 1 Barn - Base	12.00	26.03	312.36

Debit: 211-611-448
Desc: CSP, NW0141, NE0160,
PO#: N/A
Notes:
Invoice#: 0367 KF
Vendor#: 7903

Payment due upon request

TOTAL 3724.28/xx

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GILLEN TRUCKING, L.L.C.
227 Shady Creek Lane
Corsicana, TX 75109
903-641-2703

RECEIVED
AUG 18 2025
NAVARRO COUNTY
AUDITOR'S OFFICE

Driver Danny Gillen
Gillen Trucking

Date: 8/11/2025 to 8/12/2025

Truck No.: GT01

Precinct 1

Date	Origin	Destination	# Of Loads	HRS	Rate/HR	Total
8/11/2025	PCT 1 BARN	NE 0160 - Base NE 0160 - Haul Off	1 Loads 5 Loads	6.5	$ 125.00	$812.50
8/12/2025	NE 0160	NE 0160 - Haul Off	6 Loads	6.5	$125.00	$812.50
						$0.00
			12	13.00		$1,625.00

GILLEN TRUCKING, L.L.C.
227 Shady Creek Lane
Corsicana, TX 75109
903-641-2703

Driver: Doyle Reed
Danny Gillen
Gillen Trucking

Date: 8/11/2025 to 8/13/2025

Truck No.: GT02

Date	Origin	Destination	Ticket #	Tons	Rate	Total
8/11/2024	Connors	PCT 1 BARN -BASE	38268	24.89	$ 12.00	$298.68
	"	"	38318	25.31	$ 12.00	$303.72
	"	"	38377	25.77	$ 12.00	$309.24
8/12/2025	Connors	PCT 1 NW0140-BASE	38440	22.91	$ 12.00	$274.92
	"	PCT 1 NW0141-BASE	38487	24.47	$ 12.00	$293.64
	"	PCT 1 BARN - BASE	38531	25.56	$ 12.00	$306.72
8/13/2025	Connors	PCT 1 BARN - BASE	38586	26.03	$ 12.00	$312.36
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
				174.94		$2,099.28