

COUNTY of HIDALGO



EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE
Administration Building 3rd Floor
100 East Cano
Edinburg, Texas 78539-3587
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBPAGE: : <http://www.co.hidalgo.tx.us/auditor>
E-MAIL: hidalgoauditors@auditor.co.hidalgo.tx.us

MAILING ADDRESS:
HIDALGO COUNTY AUDITOR'S OFFICE
P. O. BOX 689
EDINBURG, TEXAS 78540-0689

OFFICE OF THE COUNTY AUDITOR

NOTICE OF DISCREPANCY AND/OR ADVISORY

TO: Sergio Hinojosa
FROM: JANIE LOZANO/ASST ACCOUNTS PAYABLE SUPERVISOR
REFERENCE: Thomson West

DATE: 8/28/06
DEPT: Constable Pct 2
PHONE: (956) 318-2511 ext. 4621

THE FOLLOWING DOCUMENT (S), i.e. IS/ARE BEING RETURNED, BECAUSE OF THE REASON (S) INDICATED BELOW AND REQUIRES YOUR IMMEDIATE ATTENTION. CORRECTIVE ACTION IS NECESSARY IN ORDER FOR MY OFFICE TO PERFORM ITS DUTIES ACCORDING TO STATUTES, POLICIES, FEDERAL REGULATIONS, AND ACCOUNTING STANDARDS.
PAYMENT (S) OF CLAIMS RELATED TO THIS DOCUMENT (S) WILL BE MADE AS SOON AS POSSIBLE AFTER CORRECTIVE ACTIONS HAS BEEN TAKEN AND THE CORRECTED AND PROPER DOCUMENTATION HAS BEEN SUBMITTED/RESUBMITTED TO THE AUDITOR'S OFFICE WITH SUFFICIENT TIME FOR THE AUDITOR TO EXAMINE AND APPROVE BEFORE THE NEXT SCHEDULED MEETING OF THE HIDALGO COUNTY COMMISSIONERS COURT, AS PER LOCAL GOVERNMENT CODE 113.064.

- EXPENDITURE INCURRED BEFORE PURCHASE ORDER ISSUED - PLEASE FOLLOW PROPER CLAIMS PROCEDURES
- PURCHASE ORDER NUMBER IS INCONSISTENT WITH INVOICE
- AMOUNT BILLED DOES NOT MATCH THE PURCHASE ORDER AMOUNT
- VENDOR ON PURCHASE ORDER DOES NOT MATCH INVOICE
- INSUFFICIENT DOCUMENTATION TO PROCESS PAYMENT
- SIGNATURE OR DATE NOT PRESENT
- SYSTEM SHOWS INVOICE PAID
- INSUFFICIENT FUNDING IN ACCOUNT # _____ AVAILABLE \$ _____
- NEEDS APPROVAL OF: DEPARTMENT HEAD
- NEEDS COMPLIANCE WITH PURCHASING POLICY/STATUTES/CONTRACTS (SEE COMMENTS):
- NEEDS CORRECTION (S): OTHER:

COMMENTS/RECOMMENDATION: Please contact Purchasing Dept.
PO Date after merchandise received.
Thanks.

318-2609

COUNTY AUDITOR'S FORM: ARS-CA-020
REVISED: 01/04

HIDALGO COUNTY DISTRICT JUDGES

NORACIO PENA
JUDGE, 62ND D.C.

RODOLFO DELGADO
JUDGE, 93RD D.C.

J. R. "BOBBY" FLORES
JUDGE, 136TH D.C.

ROSE GUERRA REYNA
JUDGE, 204TH D.C.

JUAN R. PARTIDA
JUDGE, 275TH D.C.

MANO E. RAMIREZ, JR.
JUDGE, 332ND D.C.

NOE GONZALEZ
JUDGE, 370TH D.C.
OVERSEER

LETICIA LOPEZ
JUDGE, 383RD D.C.

AIDA SALINAS FLORES
JUDGE, 387TH D.C.

July 31, 2006

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THOMSON

WEST

Invoice #	Posting#	Invoice List Due Date	Days Past Due	Amount
0811143339	6036937619	05/04/2006	88	34.50
TX COURT RULES LOCAL RULES 2006 PAMPHLET				
Amount Now Due			34.50	

RECEIVED BY
COUNTY AUDITOR

2006 AUG 24 PM 2 53

INVOICE RECEIVED BY:

GOODS/SERVICES RECEIVED BY:

Sergeant [Signature] on *8/14/06*
Constable [Signature] on
 ACCT # 6-1100-491-00-292-00-0-640
 PD # 571990

Aging Summary			
31-60 Days	61-90 Days	91-180 Days	Over 180 Days
0.00	34.50	0.00	0.00



Accounts Receivable

610 Opperman Drive
Eagan, MN 55123
Telephone 800.922.0552
Fax 651.687.4601

July 31, 2006

Account Number : 1003055299

HIDALGO COUNTY JUSTICE OF THE PEACE
PRECINCT 2
CHIEF DEPUTY SERGIO HINOJOSA
523 S STANDARD AVE
SAN JUAN TX 78589-2442

Second Payment Reminder

Dear Customer,

Your Thomson West account includes charges that are 90 days or more past due. We have not received a response to previous Payment Reminders. Our payment terms are net 30 days, and your balance has not been paid according to these terms.

We must have immediate payment for the unpaid balance shown in the attached detail of past due items. You will be contacted by a Financial Services Representative for resolution of your account.

If payment is in the mail, please accept our thanks and disregard this reminder.

Sincerely,
Accounts Receivable Department
1-800-522-0552

Please detach bottom portion and mail with remittance--do not fold or staple

VISA MasterCard American Express

Name on the card _____
Billing address for the card _____

Account Number

Expiration date /

Amount \$

WEST Payment Center
P.O. Box 6292
Carol Stream, IL 60197-6292

HIDALGO COUNTY JUSTICE
OF THE PEACE
1003055299

MANAGE YOUR ACCOUNT ONLINE!
Balance information and payment options are available 24/7 on "My Account". For more information please visit
west.thomson.com/myaccountinfo.

GVT2 07-31-2006

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DEPARTMENT NAME: **HIDALGO COUNTY** RECEIVED BY COUNTY AUDITOR

NO. 243
A/P CLERK SIGNATURE:

INVOICE SUMMARY COVER SHEET
BUDGET ACCOUNT NUMBER: 2006 AUG 24 4 21 PM 12 12 21 - 00 - 292 - 001 - 0 -

DATE SUBMITTED TO COUNTY AUDITOR:

PAYMENT DATE:

AUDITOR'S REMARKS

	VENDOR NAME	OBJ. NO.	PURCHASE ORDER NO.	INVOICE DATE	INVOICE NUMBER	INVOICE AMOUNT	
1.	Thomson Wood	440	57199D	7-31-06	06114339	\$ 3450	
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							

TOTAL NUMBER OF INVOICES ATTACHED: 1

\$ 3450

TOTAL COVER SHEET AMOUNT

PREPARED BY: [Signature]

[Signature]

8-24-06

DATE