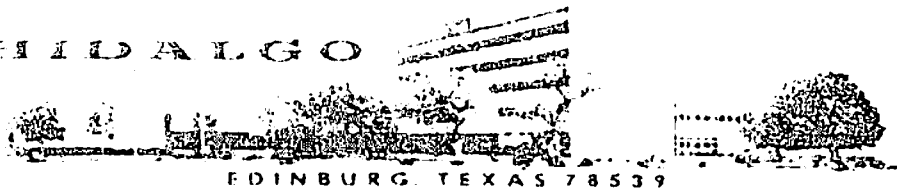


COUNTY OF HIDALGO



EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE

County Administration Building 3rd Floor
2808 S. Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577

WEBSITE: www.co.hidalgo.tx.us/auditor

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

DATE: 10/03/2012

TO: Frank Fuentes

DEPARTMENT: (026) COUNTY COURT-AT-LAW 6

FROM: Olga Lydia Perez *OLP*

PHONE: (956)-318-2511 ext 4631

REFERENCE: SIGN LANGUAGE SERVICES Invoice #CO COURT NO 6

THE FOLLOWING DOCUMENT (S), i.e. *Invoice #CO COURT NO 6* 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:
- NEEDS COMPLIANCE WITH PURCHASING POLICY/STATUTES/CONTRACTS (SEE COMMENTS)
- NEEDS CORRECTION(S):
- NEEDS ADDITIONAL DOCUMENTATION i.e.,:
- ✓ OTHER: Need to have a PO for this invoice.
- COMMENTS / RECOMMENDATION:

COUNTY AUDITOR'S FORM

RE-CA-020
REVISED 08/2010



HIDALGO COUNTY DISTRICT JUDGES

ANTONIO P. RODRIGUEZ JR. JUDGE 92ND D.C.	ROCKY DELCADO JUDGE 99ND D.C.	JR. "BEBBY" FLORES JUDGE 193TH D.C.	ROSE GUERRA REYNA JUDGE 26TH D.C.	JUAN R. PARTIDA JUDGE 275TH D.C.	MARIO E. RAMIREZ JR. JUDGE 332ND D.C.	M. E. GONZALEZ JUDGE 370TH D.C. OVERSEER	LETICIA LOPEZ JUDGE 384TH D.C.	ADA SALINAS FLORES JUDGE 358TH D.C.
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