

PURCHASE ORDER CANCELLATION REQUEST

TO: COUNTY AUDITOR

DEPARTMENT: Precinct #3

DATE: 5-20-14

PLEASE BE ADVISED THAT I AM REQUESTING THAT THE FOLLOWING PURCHASE ORDER (S) BE LIQUIDATED AS IT (THEY) IS (ARE) NO LONGER OUTSTANDING:

P. O. #	VENDOR NAME	AMOUNT OF ORIGINAL P. O.	NIGP CODE	LESS PREVIOUS INVOICES SUBMITTED FOR PAYMENT	AMOUNT OUTSTANDING	OUTSTANDING AMOUNT TO BE LIQUIDATED
351281	Javier Hinojosa Eng.	\$66,600.00	92544	\$57,500.00	\$9,100.00	\$9,100.00
325487	Javier Hinojosa Eng.	\$202,900.00	92544	\$198,705.31	\$4,194.69	\$4,194.69

REASON: (BRIEFLY EXPLAIN): POs no longer needed.

AUTHORIZATION: 
 DEPARTMENT HEAD

5/20/14
 DATE

APPROVED BY: _____
 PURCHASING DEPARTMENT

 DATE

APPROVED BY: _____
 HIDALGO COUNTY AUDITOR

 DATE

REF: _____