


**Madison County
Comptroller**

Memo

To: Madison County Board of Supervisors
From: Na'Son S. White 
cc: None
Date: April 1, 2020
Re: Rejection of Invoices ~ Safeguard

An invoice from Safeguard was presented for payment. Upon review, the services should have started with a requisition for the issuance of a purchase order. Instead, the Justice Court ordered the items obligating the County without a purchase order. This procedure violated the MS State purchasing laws. The invoice is attached.

Please reject the attached invoice.



SCOTT BANCROFT
P.O. BOX 3959
MERIDIAN, MS 39303

Invoice

INVOICE TERM: NET 30
LATE CHARGE: 11/2% per Month or Maximum Allowable Rate
Minimum of \$.50 Per Month
FEDERAL TAX ID: 23-1689322

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MADISON COUNTY BD. OF SUP.
ATTN: ACCOUNTS PAYABLE
PO BOX 608
CANTON MS 39046-0608

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MADISON COUNTY JUSTICE COURT
146 W CENTER ST
CANTON MS 39046-3735

CONSULTANT NUMBER	CUSTOMER NUMBER	ORDER NUMBER	PO NUMBER	INVOICE NUMBER	INVOICE DATE
02F7-07	S7V4CH	CRXL66	1940JC	033977303	03/03/2020
QUANTITY	PRODUCT NAME	DESCRIPTION	AMOUNT	AMOUNT DUE	
2000	CUSTFOL FFBKCSTM	BLUE LEGAL ENDTAB PRINTED FOLDERS		2,091.90	
			SUBTOTAL	2,091.90	
			SHIPPING & PROCESSING TOTAL	268.18 2,360.08	
SAFEGUARD MESSAGE:				BALANCE DUE	\$2,360.08

Cheryl Hancock

TO ENSURE PROPER CREDIT, RETURN THIS STUB WITH YOUR REMITTANCE.



For Inquires call:
SCOTT BANCROFT
(601)483-2524

INVOICE NUMBER	DUE DATE
33977303	04/02/2020
CUSTOMER NUMBER	AMOUNT DUE
S7V4CH	\$2,360.08

SAFEGUARD BUSINESS SYSTEMS
PO BOX 645624
CINCINNATI OH 45264-5624

Pay online at gosafeguardpayment.com
to authorize payment via a debit to your
checking account for no fee,
or credit card for a nominal fee.

S7V4CH 33977303 000236008 1

(Faint, illegible handwriting)

Sara

P.O. 1940JC

2,440.00