

**AGENDA PLACEMENT FORM**

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date: 08/29/2024

Meeting Date: 09/09/2024

Submitted By: Sady Whitley

Department: District Clerk

Signature of Elected Official/Department Head:  
\_\_\_\_\_

<b>Court Decision:</b> <small>This section to be completed by County Judge's Office</small>
 <b>September 9, 2024</b>

**Description:**

Consideration to authorize payment for 8 signature stamps from Government  
Forms and Supplies totaling \$267.65. Purchase was made by without first  
securing a Purchase Order.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(May attach additional sheets if necessary)

**Person to Present:** \_\_\_\_\_

(Presenter must be present for the item unless the item is on the Consent Agenda)

**Supporting Documentation:** (check one)     PUBLIC     CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

**Estimated Length of Presentation:** \_\_\_\_\_ minutes

**Session Requested:** (check one)

Action Item     Consent     Workshop     Executive     Other \_\_\_\_\_

**Check All Departments That Have Been Notified:**

County Attorney     IT     Purchasing     Auditor

Personnel     Public Works     Facilities Management

Other Department/Official (list) \_\_\_\_\_

**Please List All External Persons Who Need a Copy of Signed Documents  
In Your Submission Email**

PLEASE PAY FROM THIS INVOICE AND  
INCLUDE INVOICE NUMBER ON REMITTANCE ▲

REMIT TO:  
**GOVERNMENT FORMS AND SUPPLIES**  
P.O. BOX 3290  
SIOUX CITY, IA 51102-3290

SHIP DATE: 08/13/2024  
TERMS: Net 30 Days

SOLD TO:  
Johnson County District Clerk  
204 S Buffalo FL 2 RM 206  
Cleburne, TX 76033

SHIP TO:  
Johnson County District Clerk  
204 S Buffalo FL 2 RM 206  
Cleburne, TX 76033

SALESMAN	CUSTOMER ORDER NO.	JOB NO.	FOB POINT	SHIPPED VIA		
Travis Twito	Kaylee H	049981	Plant	Bestway		
ITEM CODE	QUANTITY	DESCRIPTION		UNIT PRICE	UNIT	EXTENSION
STMP SIG	7	Signature Stamps		31.15	EA	218.05
				Freight:		10.73
				Sales Tax:		.00

*OK TO  
PAY  
K-BOOK*

Please examine all shipments carefully upon **ARRIVAL**. All return requests must be made within 30 days of dated invoice. There will be a 15% restocking charge for all stock items returned when error is not due to our negligence.

**PAY THIS AMOUNT**  
228.78

▲ PLEASE DETACH THIS RECEIPT ALONG PERFORATION ▲  
REMIT TO:

**GOVERNMENT FORMS AND SUPPLIES**  
P.O. BOX 3290  
SIOUX CITY, IA 51102-3290

SOLD TO:

518018  
Johnson County District Clerk  
204 S Buffalo FL 2 RM 206  
Cleburne, TX 76033

**PLEASE ENCLOSE  
THIS REMITTANCE  
RECEIPT WITH  
YOUR PAYMENT**

Invoice Number	0349279
Invoice Date	08/16/2024
Invoice Total	228.78
Amount Enclosed	

PLEASE PAY FROM THIS INVOICE AND INCLUDE INVOICE NUMBER ON REMITTANCE ▲

REMIT TO:  
**GOVERNMENT FORMS AND SUPPLIES**  
P.O. BOX 3290  
SIOUX CITY, IA 51102-3290

SHIP DATE: 08/19/2024  
TERMS: Net 30 Days

SOLD TO:  
Johnson County District Clerk  
204 S Buffalo FL 2 RM 206  
Cleburne, TX 76033

SHIP TO:  
Johnson County District Clerk  
204 S Buffalo FL 2 RM 206  
Cleburne, TX 76033

SALESMAN	CUSTOMER ORDER NO.	JOB NO.	FOB POINT	SHIPPED VIA		
Travis Twito	Kaylee	049989	Plant	Bestway		
ITEM CODE	QUANTITY	DESCRIPTION		UNIT PRICE	UNIT	EXTENSION
STMP SIG	1	Signature Stamps		31.15	EA	31.15
<i>OK TO PAY K Back</i>						
Freight:						7.72
Sales Tax:						.00

Please examine all shipments carefully upon **ARRIVAL**. All return requests must be made within 30 days of dated invoice. There will be a 15% restocking charge for all stock items returned when error is not due to our negligence.

**PAY THIS AMOUNT**  
38.87

▲ PLEASE DETACH THIS RECEIPT ALONG PERFORATION ▲  
REMIT TO:

**GOVERNMENT FORMS AND SUPPLIES**  
P.O. BOX 3290  
SIOUX CITY, IA 51102-3290

SOLD TO:

518018  
Johnson County District Clerk  
204 S Buffalo FL 2 RM 206  
Cleburne, TX 76033

**PLEASE ENCLOSE THIS REMITTANCE RECEIPT WITH YOUR PAYMENT**

Invoice Number	0349406
Invoice Date	08/21/2024
Invoice Total	38.87
Amount Enclosed	