

Anita Guerra

From: Christina M. Gonzalez
Sent: Thursday, July 12, 2018 4:23 PM
To: Melissa Ramos; Rafael Perez; Carlos Guerra
Cc: Christina Moncivais; Wayo Ruiz; Blanca Salinas
Subject: RE: Computer Software

Good afternoon Melissa,

Software purchases are to be expensed to 'Materials and Supplies'. The software license *renewal* should be expensed to 'Repairs & Maintenance Software'.

Let me know if you have any questions.

Thank you,

Christina M. Gonzalez
Staff Auditor
Webb County Auditor's Office
956-523-4014
956-523-5001 (Fax)
cmgonzalez@webbcountytexas.gov

From: Melissa Ramos
Sent: Thursday, July 12, 2018 4:12 PM
To: Christina M. Gonzalez <cmgonzalez@webbcountytexas.gov>; Rafael Perez <rafaelperez@webbcountytexas.gov>; Carlos Guerra <cguerra@webbcountytexas.gov>
Cc: Christina Moncivais <christinam@webbcountytexas.gov>; Wayo Ruiz <wruiz@webbcountytexas.gov>; Blanca Salinas <bsalinas@webbcountytexas.gov>
Subject: Computer Software
Importance: High

Good afternoon Christina,

Can you please verify as to which account is to be used to purchase new software license for the new computers that we purchased? We have a requisition that was sent back to our department due to incorrect account number.

Note: For the past couple of years we have purchased computers and we have used the repair maintenance of software account to purchase the license for new computers.