



Galveston County Request for Early Release of Check

Why do you need
the early release?

The PO in question, #0001220, is no longer a valid PO
and the invoice is overdue. The invoice submitted
on Nov 28, 2025, is not able to be paid out until a
new PO is created. The OEM has submitted a requisition.

Early Release Date
Needed

Check Amount \$ 4,800.00

Vendor Name

John Herrmann

Requested by
(Employee)

Jesse B. Rykolt 5003
(print name) (Ext.)


signed

Approved by
(Department
Head)

Jesse B. Rykolt 5003
(print name) (Ext.)


signed

Department Name

Galveston County Office of Emergency Management

Disposition

Mail Pickup

Approved by
County Auditor

Sergio Cruz
(signed)

01/05/2026

(date)

Approved by
County Judge

Mark Henry
(signed)

01/06/2026

(date)

** It is mandatory that you **HAND DELIVER** the request to the County Auditor for approval, then **HAND DELIVER** the request to the County Judge for approval to process the request. The form must have all original signatures; all blanks must be completed before request will be processed. You will also need backup documentation when making the request. (i.e., purchase order or affidavit, invoice copy, receipts, etc.) Please return the signed request to the Auditor's Office after approval by the County Judge. The release of funds will be from the County Clerk's Office - Treasury Division.

Check No: AP00484775

Check Date: 01/09/2026

Release Date: 01/09/2026



Find Payments - County Auditor Voucher
Warrants Report

01:47 PM
01/09/2026
Page 1 of 1

Settlement Run Number: SR-0000302

Payment Amount Equal To: 0

Payment Amount Greater Than: 0

Payment Amount Less Than: 0

Is Intercompany: No

Is Direct Intercompany: No

| Payment Category | Payee / Payor | Transaction Date | Payment Type | Settlement Run | Transaction Reference | Payment Amount |
|------------------|-------------------------|------------------|--------------|----------------|-----------------------|----------------------|
| Supplier Payment | HERRMANN, JOHN FRANK | 01/09/2026 | Check | SR-0000302 | 484775 | 4,800.00 4,800.00 |

GALVESTON COUNTY, TEXAS

List of County Auditor's Approved Claims for Voucher Warrants Dated 01/09/2026

Approved Order to pay by Commissioners Court this day February 2, 2026.

Sergio Cruz
Sergio Cruz, County Auditor

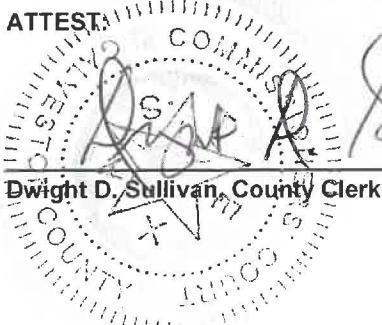
Mark Henry
Mark Henry, Galveston County Judge

Darrell A. Apffel
Darrell A. Apffel, Galveston County Commissioner, Pct 1

Joe Giusti
Joe Giusti, Galveston County Commissioner, Pct 2

Hank Dugie
Hank Dugie, Galveston County Commissioner, Pct 3

R. Armstrong
Robin Armstrong, MD, Galveston County Commissioner, Pct 4

ATTEST:

Dwight D. Sullivan, County Clerk