



**Galveston County**  
**Request for Early Release of Payment**  
**Via EFT to include ACH or Wire**

Why do you need  
the early release?

This is for a past due invoice owed to Microsoft Corporation.  
The invoice is currently overdue, and prompt payment is  
necessary to avoid further delays or potential disruptions in service.

Early Release Date  
Needed

8/5/2025

Amount \$ 133,124.31

Vendor Name

Microsoft Corporation

Requested by  
(Employee)

Lauren Michaels

(print name)

6233

(Ext.)

Lauren Michaels

(signed)

Approved by  
(Department  
Head)

Misty Witmer

(print name)

5409

(Ext.)

[Signature]

(signed)

Department Name

Information Technology

Disposition



EFT/ACH



Wire

Approved by  
County Auditor

Sergio Cruz

(signed)

08/05/2025

(date)

Approved by  
County Judge

Mark Henry

(signed)

08/05/25

(date)

The form must have all signatures; all blanks must be completed before the 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 Treasurer's Office.



# INVOICE

Remit To Information		Invoice Information	
Wire/ACH Transfer to: ACH ABA# 111000012/Wire ABA# 026009593 Bank of America Account# 3750825354		<b>Invoice No:</b> 9899311580	<b>Contract No.:</b> 190026308
Tax ID# 91-1144442		<b>Customer PO No.:</b> PO-0001781	<b>Agreement Start Date:</b> 03/15/2025
Please do not send any physical checks to any address listed within this invoice		<b>Invoice Date:</b> 03/26/2025	<b>Agreement End Date:</b> 03/14/2028
		<b>Payment Due Date:</b> 04/25/2025	<b>Support Period Start Date:</b> 03/15/2025
			<b>Support Period End Date:</b> 03/14/2026
		<b>Due net, 30 days from invoice</b>	
		<b>Customer Region Code:</b> CNTGFCST30	

Customer Billing Information	Customer Delivery Site	Invoice Contact
<b>County of Galveston</b> Firas Azez Accounts Payable 722 Moody, 4th Floor GALVESTON TX 77550 US <b>Billing Contact Phone:</b> 409-770-6200 <b>Billing Contact Email:</b> Firas.Azez@galvestoncountytx.gov	<b>Firas Azez</b> County of Galveston 722 Moody Ave, Ste 202 GALVESTON TX 77550-2318 US <b>CSM Phone:</b> 409-770-6200 <b>CSM Email:</b> Firas.Azez@galvestoncountytx.gov	<b>Questions regarding payment of this invoice? Contact:</b> NA Collector #5 Phone: Fax: E-mail:

Item No.	Service Number	Service Description	Quantity	Unit Price	Ext.Price	Tax Rate	Tax Amount
1	IYMPKG1YMUSD-01	Unfd AddOn   ProSv - Security	1	2,000.00	2,000.00	0.000%	0.00
Total Sales							2,000.00
Tax (0.000%)							0.00
Total							2,000.00
2	EDBPKG1LBUSD-01	EDE   Modern Work	1	59,350.00	59,350.00	0.000%	0.00
Total Sales							59,350.00
Tax (0.000%)							0.00
Total							59,350.00
3	ESFPKG0ULUSD-01	ES   Cybersec Enhanced Solutions	1	4,200.46	4,200.46	0.000%	0.00
Total Sales							4,200.46
Tax (0.000%)							0.00



Invoice Information			
Invoice No:	9899311580	Contract No.:	190026308
Customer PO No.:	PO-0001781	Agreement Start Date:	03/15/2025
Invoice Date:	03/26/2025	Agreement End Date:	03/14/2028
Payment Due Date:	04/25/2025	Support Period Start Date:	03/15/2025
		Support Period End Date:	03/14/2026
Due net, 30 days from invoice			

Item No.	Service Number	Service Description	Quantity	Unit Price	Ext.Price	Tax Rate	Tax Amount
					Total		4,200.46
4	UESPKGZW3USD-01	Unified Enterprise Support	1	67,573.85	67,573.85	0.000%	0.00
					Total Sales		67,573.85
					Tax (0.000%)		0.00
					Total		67,573.85

**COMMENTS:**

Credit for invocie #9899053111: PO # PO-0001781

Total Sale	133,124.31
Tax	0.00

We hereby certify that the information on this document is true and correct.  
For faster and more accurate processing, please reference your invoice number when remitting payment.  
Microsoft Corporation

<b>Total Amount</b>	<b>133,124.31</b>
Payable in	<b>USD</b>



# Find Payments - County Auditor Voucher Warrants Report

02:07 PM  
08/05/2025  
Page 1 of 1

Settlement Run Number: SR-0000197

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	MICROSOFT CORPORATION	08/05/2025	EFT	SR-0000197	EFT-0025740	133,124.31
						133,124.31

# GALVESTON COUNTY, TEXAS

List of County Auditor's Approved Claims for Voucher Warrants Dated 08/05/2025

Approved Order to pay by Commissioners Court this day August 18, 2025.

  
Sergio Cruz, County Auditor

  
Mark Henry, Galveston County Judge



Darrell A. Apfel, Galveston County Commissioner, Pct 1



Joe Giusti, Galveston County Commissioner, Pct 2



Hank Dugie, Galveston County Commissioner, Pct 3

ATTEST:

  
Dwight D. Sullivan, County Clerk

By

Melissa A. Childs

Deputy

  
Robin Armstrong, MD, Galveston County Commissioner, Pct 4