



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **03/02/2023**

To: Elected Official, Department head, or Accounting Staff of **Juvenile Court**

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2023-00000544

Western Reserve Office Supply \$141.70

☐ Dept. Head Signature Missing on Cover	☐ Incorrect Vendor Numbers (s)
☐ Incorrect Account Number	☐ Incorrect/No Encumbrance No.
☐ Incorrect Remit Address	☐ Incorrect Voucher Amount
☐ Insufficient Cash Balance Available	☐ Incorrect G/L Date
☐ Batch not Approved in New World	☐ Expense Precede Encumbrance
☐ Insufficient Balance Available on PO	☐ Remit Copy Missing
☐ Missing Original Invoice/Supporting Documents	☐ Due Date Deadline Missed
☐ Missing "OK to Pay" Initials/Signature	☒ Other

Solution: No original signature on the voucher cover or invoice.

Courthouse Annex, 231 Main Street, Suite 1A, Chardon, OH 44024-1293

Direct Line: (440) 279-1600

FAX: Fiscal Office (440) 279-2184 * Real Estate/Appraisal (440) 286-4359

Web site: <http://www.auditor.co.geauga.oh.us>

Email: auditor@co.geauga.oh.us

AUDITORS CERTIFICATION OF FUNDS
O.R.C. 5705.41D

Geauga County, Chardon, Ohio January 3, 2023

I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of
\$12,000.00

has been lawfully approved, authorized or directed for such purpose and is in the Treasury or in the process of collection to the credit of the fund listed next to the item below, free from any previous encumbrances.

CHARLES E. WALDER
GEAUGA COUNTY AUDITOR

by _____, Deputy Auditor
GEAUGA COUNTY FEDERAL I.D. NO. 34-6001208
SALES AND USED TAX EXEMPTION - POLITICAL SUBDIVISION
STATE OF OHIO

FOR AUDITORS USE ONLY

Date: _____

Then and Now Certificate: _____

Warrant Received by: _____

Date: _____

SHIP TO:

GEAUGA COUNTY

PROBATE / JUVENILE COURT -JUDGE GRENDALL

231 MAIN STREET SUITE 2

CHARDON, OH 44024

WARRANT NO.	VOUCHER DATE	VOUCHER AMOUNT
	3/6/2023	\$ 141.70 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2023	dr.	
1099 AMT.	cr.	

PURCHASE ORDER NO. 2023-00001341 ✓

GEAUGA CO. BOARD OF COMMISSIONERS:

SESSION

RESOLUTION

JOURNAL

PAGE

BUDGET APPROVAL - ENCUMB _____ VOUCHER _____

VENDOR I.D. NO. 4817

PURCHASED FROM:

Western Reserve Office Supply

INVOICE TO:

GEAUGA COUNTY

PROBATE / JUVENILE COURT -JUDGE GRENDALL

231 MAIN STREET SUITE 2

CHARDON, OH 44024

Kimberly Qui
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	1001	Materials & Supplies - Materials & Supplies 1001-007-02-701 - Materials and Supplies 12,000.00 429348	12,000.0000	\$12,000.00
TOTAL DUE					\$12,000.00

RECEIVED

MAR 02 2023

Geauga County Auditor

**Presented by Court as a
courtesy only,**

NOT statutorily required

See State ex rel. Grendell v. Walder,
Slip Opinion No. 2022-Ohio-204

IN THE COURT OF COMMON PLEAS
JUVENILE DIVISION
GEAUGA COUNTY, OHIO

FILED
IN COMMON PLEAS COURT

2023 MAR -1 AM 8:39

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

JUVENILE COURT
EXPENDITURES

WESTERN RESERVE OFFICE SUPPLY

**NOT
FOR
VETTING**

) JUDGE TIMOTHY J. GRENDALL

)

) PROPER ADMINISTRATIVE ORDER

) 2023-101

Pursuant to R.C. 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$141.70 (One Hundred Forty One Dollars and Seventy Cents) from 1001-007-02-701 payable to WESTERN RESERVE OFFICE SUPPLY, for materials and supplies, which the Juvenile Court has determined to be an expenditure for a proper public purpose. **Kindly provide this Court with the original check which it will mail to the vendor.**

Pursuant to R.C. 319.16(D), "if the auditor questions the validity of [this] expenditure... the auditor shall notify the court that presented the documents, shall issue the warrant under protest, and shall notify the auditor of state of the protest."

As an elected official and member of the judicial branch of county government, the Judge of the Geauga County Probate/Juvenile Court is authorized to fix the amount due to court vendors who perform services for the court. Therefore, pursuant to R.C. 307.55(A), this payment is to be processed "Live".

IT IS SO ORDERED.


TIMOTHY J. GRENDALL, JUDGE

KC 3/1/2023

CC: Fiscal Director

INVOICE 429348

customerservice@WesternReserveOfficeSupply.com

INVOICE DATE: FEB 23 2023

Geauga County Probate Court
231 Main Street #200
Chardon OH 44024

same

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West		Shawna Myers	Our truck	02/23/23	Net 30
QUANTITY	DESCRIPTION			UNIT PRICE	TOTAL
1 ✓	UNV75750 glue stick clear, 12pk			20.39	20.39
2 ✓	UNV12113 file folders, letter, manila 1/3 cut 100bx			14.99	29.98
5 ✓	AVE11111 tab dividers, 8 tabs, ltr,asst, SUB FOR OUT OF STOCK			2.36	11.80
1 ✓	WAU22861 cardstock, letter,65#, 250pk blue			26.51	26.51
1 ✓	WAU22751 cardstock, letter,65#, 250pk red			26.51	26.51
1 ✓	WAU22741 cardstock, letter,65#, 250pk green			26.51	26.51
This order is tax exempt. Thank you for your order.				TOTAL DUE	\$141.70

This order is tax exempt. Thank you for your order.

John M.
Jew