



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **11/14/23**

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch #2023-2768

Western Reserve Office Supply \$228.68

☐ 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. _____

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
	11/13/2023	\$ 228.68 ✓
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 _____

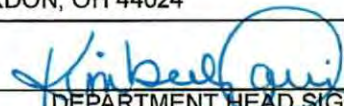
VENDOR I.D. NO. 4817

PURCHASED FROM:

Western Reserve Office Supply

INVOICE TO:

GEAUGA COUNTY
PROBATE / JUVENILE COURT -JUDGE GRENDALL
231 MAIN STREET SUITE 2
CHARDON, OH 44024


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 429734	12,000.0000	\$12,000.00
TOTAL DUE					\$12,000.00

RECEIVED
NOV 09 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

NOV 08 2023

GEAUGA COUNTY
PROBATE/JUVENILE COURT

FILED

NOV 08 2023

GEAUGA COUNTY
PROBATE/JUVENILE COURT

IN RE:

JUVENILE COURT
EXPENDITURES

WESTERN RESERVE OFFICE SUPPLY

NOT
FOR
VETTING

) JUDGE TIMOTHY J. GRENDALL

)

)

) PROPER ADMINISTRATIVE ORDER

) 2023-413

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 \$228.68 (Two Hundred Twenty Eight Dollars and Sixty Eight 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

11/8/2023

CC: Fiscal Director

P.O.BOX 167 ✓
CHARDON OH 44024
440-285-2256
customerservice@WesternReserveOfficeSupply.com

INVOICE DATE: OCT 25 2023

SHIP TO:
same

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West		Justine Prall	Our truck	10/25/23	Net 30
QUANTITY	DESCRIPTION			UNIT PRICE	TOTAL
2	HOD1467 desk pad calendar 2024			✓ 18.85	✓ 37.70
2	UNV80206 white labels, 2/sh, 100pk			✓ 33.58	✓ 67.16
2	MMMC60ST tape dispenser, blk/silver, each			✓ 6.99	✓ 13.98
10	UBC65871 gel pen retract, bold, blue, each			4.05	✓ 40.50
1	UNV40099 catalog envelope, 10x13, kraft, 100bx			✓ 45.89	✓ 45.89
1	GEO45332 document cover, navy blue, 6pk			✓ 23.45	✓ 23.45

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