



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **09/18/24**

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2024-00002340

Western Reserve Office Supply \$218.80

☐ 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 November 20, 2023
I HEREBY CERTIFY that the money required to meet the foregoing
contract, agreement, or obligation in the sum of
\$1,000.00

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
	9/23/2024	\$ 218.80 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
11/20/2023	dr.	
1099 AMT.	cr.	

PURCHASE ORDER NO. 2023-00003642 ✓

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	2051	Materials & Supplies - Materials & Supplies 2051-007-00-701 - Materials and Supplies 1,000.00 430198	1,000.0000	\$1,000.00
TOTAL DUE					\$1,000.00

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
2024 SEP 17 PM 12:27

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

) JUDGE TIMOTHY J. GRENDALL

)

JUVENILE COURT

)

EXPENDITURES

) **PROPER ADMINISTRATIVE ORDER**

WESTERN RESERVE OFFICE SUPPLY

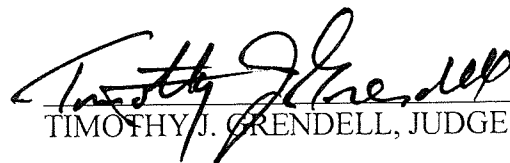
) **2024-340**

Pursuant to R.C. 5705.42, 2303.201(E)(1), 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$218.80 (Two Hundred Eighteen Dollars and Eighty Cents) from 2051-007-00-701 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

CC: Fiscal Director

WESTERN RESERVE OFFICE SUPPLY

INVOICE 430198

✓ P.O. BOX 167

CHARDON OH 44024

440-285-2256

customerservice@WesternReserveOfficeSupply.com

INVOICE DATE: SEPT 05 2024 ✓

TO:

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

SHIP TO:

Casa for Kids BONNIE GLAVIC
470 Center St #5C
Chardon OH 44024

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West	Bonnie	J Prall	Our truck	09/05/24	Net 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	SMD89421 ring binder, poly dividers, asst, 30bx	29.95	29.95
1	CLI63060 file jackets, letter, asst colors 25bx	39.33	39.33
2	AVE11109 big tab dividers letter, buff, set	1.62	3.24
5	UNV71002 desk pad calendar, 22x27 white, 2025	4.06	20.30
2	UNV09211 copy paper white, letter, 92 brt c t	62.99	125.98
	✓		

SUBTOTAL	✓ \$218.80
SALES TAX	0
TOTAL DUE	\$218.80

Make all checks payable to WESTERN RESERVE OFFICE SUPPLY.

If you have any questions concerning this invoice, contact: 440-285-2256

THANK YOU FOR YOUR BUSINESS!