



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 12/05/24

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2024-000003038

Western Reserve Office Supply \$298.19

☐ 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 2024
I HEREBY CERTIFY that the money required to meet the foregoing
contract, agreement, or obligation in the sum of
\$2,500.00

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
	12/9/2024	\$ 298.19 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2024	dr	
1099 AMT.	cr	

PURCHASE ORDER NO. 2024-00001446 ✓ KC

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 2,500 00 430298 RECEIVED DEC 04 2024 Gauga County Auditor	2,500 0000	\$2,500 00
TOTAL DUE					\$2,500.00

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
2024 DEC -4 PM 3:09

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

) JUDGE TIMOTHY J. GRENDALL

)

JUVENILE COURT

)

EXPENDITURES

) PROPER ADMINISTRATIVE ORDER

WESTERN RESERVE OFFICE SUPPLY

) 2024-426

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 \$298.19 (Two Hundred Ninety Eight Dollars and Nineteen 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 430298

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

✓ INVOICE DATE: NOV 20 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	11/20/24	Net 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	UNV21208 copy paper white, ltr, 92 brr, 4000/cy	51.29	51.29
1	TOM68720 correction tape, white 10pk	29.89	29.89
1	UNV75748 glue stick clear 12pk	10.19	10.19
1	BICRLC11BE gel pen, retract, med, blue, dz	15.38	15.38
1	BICRGLCGAP81AST gel pen retract, med asst 8pk	18.11	18.11
1	UNV20630 legal pad, white, letter, dz	26.99	26.99
1	SGH015300 white card stock, letter 110# 250pk	22.52	22.52
1	AVE5960 address labels, white 1x2 250 sh	95.99	95.99
1	STX70220U06C wall file, letter 13x4x7, smoke	13.36	13.36
1	AVT75450 ID badge holders, clear 3.5x2.25 50pk	14.47	14.47

SUBTOTAL	\$298.19
SALES TAX	0
TOTAL DUE	✓ \$298.19

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!

Casa for Kids
grt