



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 02/06/25

To: Elected Official, Department head, or Accounting Staff of Probate

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2025-00000343

Covius \$824.10

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

Solution: No original signature on the voucher cover or invoice. Remittance does not match NW.

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, 2025
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$9,000.00

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
	2/10/25	\$ 824.10 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2025		
1099 AMT.		
	dr	
	cr	

PURCHASE ORDER NO. 2025-00001133 ✓ *KC*

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION _____ RESOLUTION _____ JOURNAL _____ PAGE _____ BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
--

VENDOR I.D. NO. 10016

PURCHASED FROM:

Covius

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

Kimberly Owen
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1 0000	Each	1001	Materials & Supplies - Materials & Supplies 1001-008-00-701 - Materials and Supplies 9,000.00 <i>DK124876</i>	9,000.0000	\$9,000.00
TOTAL DUE					\$9,000.00

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
PROBATE DIVISION
GEAUGA COUNTY, OHIO

FILED
COMMON PLEAS COURT
2025 FEB -4 PM 4:35

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

) JUDGE TIMOTHY J. GRENDALL
)
)
) **PROPER ADMINISTRATIVE ORDER**
) **2025-34**

PROBATE COURT
EXPENDITURES
COVIUS HOLDINGS INC

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$824.10 (Eight Hundred Twenty Four Dollars and Ten Cents) from 1001-008-00-701 payable to COVIUS HOLDINGS INC, for materials and supplies, which the Probate 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

12/14/2025

CC: Fiscal Director

Covius Print Ready Services
 Powered By Walz
 27398 Via Industria
 Temecula, CA 92590
 (303) 226-8135 (Phone)
 FEIN: 99-2544996
 Email: ar@covius.com



DK124876 ✓
 01/16/2025 ✓
 Net 30

Bill To:
 Geauga County Prob/Juv
 Court
 Attn: Justine Prall
 231 Main Street, 2nd Floor
 Chardon, OH 44024-1235
 United States of America

Ship To:
 Geauga County Prob/Juv Court
 231 Main Street, 2nd Floor
 Chardon, OH 44024-1235
 United States of America

WG LLC_00-
 2001475

Due Date
 Net 30 02/15/2025

1-UP LASER MAILER FORM - BARCODED	750	\$0.93	\$697.50
Freight - Walz Certified Mail Automation	1	\$66.75	\$66.75
Imprint Fee	1	\$59.85	\$59.85

Non Pre-paid - jprall@geaugapjcourt.org

Remit To:
 Covius Document Services, LLC
 720 S. Colorado Blvd, Suite 200
 Glendale, CO 80246



Electronic Payment Instructions:
 Covius Document Services, LLC
 Bank Name: Wells Fargo Bank, N.A.
 Account #: 7910180277
 Routing #: 121000248(Wire)
 121042882 (ACH)



\$824.10
 \$0.00
 \$824.10 ✓
[Handwritten signature]

Notice of Late Payment Charges

Any amounts not paid by the due date may be eligible to bear interest from the due date at the rate of 1% per month or the highest rate of interest permitted by law, whichever is lower. If Customer late payment terms are outlined in the contract and/or service agreement, that specified late fee structure will apply instead, including exemptions from late fees.