

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
	4/7/2025	\$ 665.82 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2025	dr	
1099 AMT.	cr	

PURCHASE ORDER NO. 2025-00001133 ✓

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 Grendell
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 430451	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

RECEIVED
APR 02 2025
Gaugua County Auditor



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **04/03/2025**

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2025-00000782

Western Reserve Office Supply \$665.82

☐ 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 voucher 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

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

FILED

APR -1 PM 1:05

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

) JUDGE TIMOTHY J. GRENDALL

)

PROBATE COURT

)

EXPENDITURES

) **PROPER ADMINISTRATIVE ORDER**

WESTERN RESERVE OFFICE SUPPLY

) **2025-63**

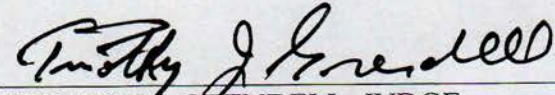
Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$665.82 (Six Hundred Sixty Five Dollars and Eighty Two Cents) from 1001-008-00-701 payable to WESTERN RESERVE OFFICE SUPPLY, for materials and supplies, which the Probate Court has determined 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

CC: Fiscal Director

WESTERN RESERVE OFFICE SUPPLY

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

INVOICE 430451 ✓

INVOICE DATE: MAR 20 2025 ✓

TO:

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

SHIP TO:

same

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West		Justine	Our truck	03/20/25	Net 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
20 ✓	RCP295500BK plastic wastebasket, blk 3.5 gal	13.15	✓ 26.30 ✓
1	UNV10503 file folders, red, letter, 100bx	27.99	✓ 27.99 ✓
1	AVT75524 ID badge holders, vertical w/insert 50pk	41.48	✓ 41.48 ✓
3	BAU68884 ID belt clip card reels asst, 4pk	15.83	✓ 47.49 ✓
5	UNV21200 copy paper, white, letter, 92 brt, 5000ct	63.99	✓ 319.95 ✓
1	UNV08855 pocket hilighters, fl pink dz	9.48	✓ 9.48 ✓
1	SAN37002 sharpie marker ultra fine, red, dz	18.99	✓ 18.99 ✓
1	SMD73395 file pockets, 7" exp, letter redrope 5bx	47.93	✓ 47.93 ✓
1	SMD70717 open top files, 21 sect, letter, teal	34.31	✓ 34.31 ✓
1	SMD70425 open top stadium file, 21 sect, ltr, redrope	31.61	✓ 31.61 ✓
1	SMD70318 expanding wallet, 21 sect, letter, cord redrp	34.31	✓ 34.31 ✓
1	SPECIAL ORDER, Justrite dry pad for custom stamp#32	15.99	✓ 15.99 ✓
1	SPECIAL ORDER, Xstamper P14 red pad 41072	9.99	✓ 9.99 ✓
	BACKORDER CURRENTLY UNAVAILABLE		
1	FHD175073A one sweep broom/dustpan, red	cancelled	

SUBTOTAL \$665.82

SALES TAX 0 ✓

TOTAL DUE ✓ \$665.82

Make all checks payable to WESTERN RESERVE OFFICE SUPPLY.

For customer service, please contact: 440-285-2256

THANK YOU FOR YOUR BUSINESS!

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