



Auditor
Charles E. Walder

Chief Fiscal Officer

Return Voucher Form

Date: 06/27/25

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2025-00001483

LBL/Shetler Business Solutions \$848.35

<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. Wrong date on voucher.

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
	6/23/2025 ✓	\$ 848.35 ✓
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 _____
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VENDOR I.D. NO. 40009

PURCHASED FROM:

LBL / Shetler Business Solutions

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

Kimberly Lewis
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 99317	9,000.0000	\$9,000.00
TOTAL DUE					\$9,000.00

RECEIVED
JUN 18 2025
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
PROBATE DIVISION
GEAUGA COUNTY, OHIO

FILED
2025 JUN 17 PM 4:21
PROBATE DIVISION
GEAUGA COUNTY, OHIO

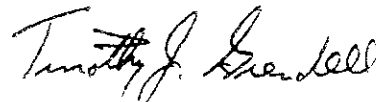
IN RE:) JUDGE TIMOTHY J. GRENDALL
PROBATE COURT)
EXPENDITURES)
LBL LITHOGRAPHERS) **PROPER ADMINISTRATIVE ORDER**
) **2025-108**

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$848.35 (Eight Hundred Forty Eight Dollars and Thirty Five Cents) from 1001-008-00-701 payable to LBL LITHOGRAPHERS, 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

KE 6/17/25

CC: Fiscal Director



Shetler Business Solutions
 14960 S State Ave, P O Box 1307
 Middlefield, OH 44062-2185
 payables@lbprinting.com
 www.shetlers.com

Invoice 99317

BILL TO

Justine Prall
 G.C. JUVENILE PROBATE
 231 MAIN ST. STE. 200
 CHARDON, OH 44024

DATE 06/03/2025	PLEASE PAY \$848.35	DUE DATE 07/03/2025
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P.O. NUMBER
99283

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Copy/Print - Out of Store #965	#10 Envelopes - 4 Cases	10,000	0.084835	848.35T

We appreciate your Business and we look forward to serving you again soon!

SUBTOTAL	848.35
TAX	0.00
TOTAL	848.35

TOTAL DUE

\$848.35
 THANK YOU
[Handwritten signature]