



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 01/16/26

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2026-00000082

Western Reserve Office Supply \$480.27

☐ 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, 2025

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
	1/19/2026 ✓	\$ 480.27 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2025	dr.	
1099 AMT.	cr.	

PURCHASE ORDER NO. 2025-00001143 ✓ *XC*

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION RESOLUTION JOURNAL PAGE BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
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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
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 430668 ✓	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

RECEIVED

JAN 12 2026

Geauga County Auditor

IN RE:

JUVENILE COURT
EXPENDITURES

WESTERN RESERVE OFFICE SUPPLY

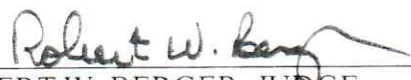
) JUDGE TIMOTHY J. GRENDALL
)
)
) PROPER ADMINISTRATIVE ORDER
) 2026-28

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 \$480.27 (Four Hundred Eighty Dollars and Twenty Seven 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.


ROBERT W. BERGER, JUDGE
Sitting by Assignment #25JA5007

CC: Fiscal Director

WESTERN RESERVE OFFICE SUPPLY

P.O. BOX 167
CHARDON OH 44024
440-285-2256

customerservice@WesternReserveOfficeSupply.com

INVOICE 430658

INVOICE DATE: SEPT 18 2025

TO:

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

SHIP TO:

9m-2pm
CASA FOR KIDS
470 Center St #5C

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West		J Prall	Our truck	09/18/25	Net 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
2	SGH015334 white card stock 110# 11x17 250pk	33.16	66.32
2	UNV35668 note pads, 3x3 yellow dz	9.59	19.18
2	PIL31021 gel pen retract fine, blue dz	20.9	41.98
2	UNV21200 copy paper white, letter, 92 bwt 5000ct	61.99	123.98
1	AVE5371 printable bus cards, laser, white 250pk	20.35	20.35
3	REDC181731 desk pad calendar 22x17 2026 SUB	11.74	35.22
1	UNV46065VP env moistener with adhes clear 4pk	10.70	10.70
1	UNV75748 glue stick .28oz clear 12pk	11.21	11.21
1	AVE5664 mailing labels laser clear 300pk	76.49	76.49
1	TOM68720 correction tape value pack 10pk	29.89	29.89
5	UNV20992 view binder white 3"	8.99	44.95

THANK YOU FOR YOUR BUSINESS.
CUSTOMER SERVICE 440.285.2256

SUBTOTAL	\$480.27
TAX	0
TOTAL DUE	\$480.27

SM KL