



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 01/30/26

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2026-00000230

Western Reserve Office Supply \$279.20

☐ 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. Incorrect 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 2, 2026
I HEREBY CERTIFY that the money required to meet the foregoing
contract, agreement, or obligation in the sum of
\$15,000.00

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
	2/2/2026	\$ 279.20
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/02/2026		
1099 AMT.		

PURCHASE ORDER NO. 2026-00001416

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	1001	Materials & Supplies - Materials and Supplies 1001-007-02-701 - Materials and Supplies 15,000.00 430822, 23 & 30 RECEIVED JAN 29 2026 Geauga County Auditor	15,000.0000	\$15,000.00
TOTAL DUE					\$15,000.00

**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
JUVENILE DIVISION
GEAUGA COUNTY, OHIO

FILED
JUVENILE COURT
2025 JAN 28 PM 12:54

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:) JUDGE TIMOTHY J. GRENDALL
)
JUVENILE COURT)
EXPENDITURES) **PROPER ADMINISTRATIVE ORDER**
WESTERN RESERVE OFFICE SUPPLY) **2026-51**

Pursuant to R.C. 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$279.20 (Two Hundred Seventy Nine Dollars and Twenty Cents) from 1001-007-02-701 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

INVOICE 430822

INVOICE DATE: JAN 20 2026

SHIP TO:
same

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West		Shawna	Our truck	01/20/26	Net 30

[illegible]

SUBTOTAL	\$47.86
SALES TAX	0
TOTAL DUE	\$47.86

FOR CUSTOMER SERVICE, PLEASE CONTACT 440-285-2256.
THANK YOU FOR YOUR BUSINESS!

WESTERN RESERVE OFFICE SUPPLY

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

✓ INVOICE 430823

✓ INVOICE DATE: JAN 20 2026

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		Shawna M	Our truck	01/20/26	Net 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
3	PAP89466A papermate profile pens, bold,blue, dz	14.68	44.01
2	BSN36612 note pads. 3x3 yellow dz	9.59	19.18
1	TOM68720 correction tape value pack 10pk	29.89	29.89
1	BSN32953 invisible tape ¾" clear, dz	25.09	25.09

THANK YOU FOR YOUR BUSINESS.
CUSTOMER SERVICE 440.285.2256

SUBTOTAL	\$118.17
TAX	0
TOTAL DUE	✓ \$118.17

KL

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

INVOICE DATE: JAN 20 2026

SHIP TO:
same

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West		Shawna	Our truck	01/20/26	Net 30

[illegible]

SUBTOTAL	\$113.17
SALES TAX	0
TOTAL DUE	\$113.17

FOR CUSTOMER SERVICE, PLEASE CONTACT 440-285-2256.
THANK YOU FOR YOUR BUSINESS!