



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **08/16/2021**

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2021-00002413

<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	XXX Other

Solution: A copy of the brochure is needed. Please re-submit voucher with a copy of the brochure. ____

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 4, 2021
I HEREBY CERTIFY that the money required to meet the foregoing
contract, agreement, or obligation in the sum of
\$13,000.00

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
1109239	8/16/21	1371.78 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/04/2021		
1099 AMT.		

PURCHASE ORDER NO. 2021-00000409 ✓

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

VENDOR I.D. NO. 9385

PURCHASED FROM:

ADVANCED MEDIA PUBLICATIONS INC

DBA: 48HOURPRINT.COM

8000 HASKELL AVENUE

VAN NUYS, CA 91406

INVOICE TO:

GEAUGA COUNTY

PROBATE / JUVENILE COURT -JUDGE GRENDALL

231 MAIN STREET SUITE 2

CHARDON, OH 44024

[Signature]
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	1001	Other Expenses - Other Expenses 1001-008-57-901 - Other 13,000.00 Brochures - P	13,000.0000	\$13,000.00
TOTAL DUE					\$13,000.00

RECEIVED
 AUG 10 2021
 Geauga County Auditor

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

FILED
IN COMMON PLEAS COURT
2021 AUG -9 AM 9:47

PROBATE/JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

**NOT
FOR
VETTING**

IN RE:

PROBATE COURT
EXPENDITURES
ADVANCED MEDIA PUBLICATIONS
INC

) JUDGE TIMOTHY J. GRENDALL
)
)
) ADMINISTRATIVE ORDER
) 2021-157

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$1,371.78 (One Thousand Three Hundred Seventy One Dollars and Seventy Eight Cents) from 1001-008-57-901 to ADVANCED MEDIA PUBLICATIONS INC, at DBA: 48HOURPRINT.COM, 8000 HASKELL AVENUE, VAN NUYS, CA 91406, for community outreach, which the Probate Court has determined to be an expenditure for a proper public purpose. 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".

Kindly provide this Court with the original check which it will mail to the vendor.

IT IS SO ORDERED.


TIMOTHY J. GRENDALL, JUDGE

CC: Fiscal Director



✓ 8000 Haskell Ave., Van Nuys, CA 91406
Toll Free: 800-844-0599
Mon-Fri (9am-8pm EST)

Invoice for Order # 8352185

Order Date: 08/4/2021 ✓
P.O.#:2021-00000409

Kimberly Laurie
ID 4270903
Email: klaurie@geaugacourts.org | Phone: (440) 279-1868

Product Details	Delivery & Destination	Quantity	Price
ITEM #12894640 Product: Brochures Folding : French Fold Flat Size/Folded Size : 11" x 17" (folds to 5.5" x 8.5") Paper Stock : 100 lb. Paper Coating : Gloss Both Sides Printed Side : 4/4 Double Sided (Outside and Inside) Shrink Wrapping : None Printing Turnaround : 5 Business Days	For Pickup - BROOK PARK Digital Room, Inc. 6410 Eastland Road, Suite E Brook Park, OH 44142 Phone: 800-844-0599 Shipping & Handling: \$0	2500	\$ 1714.73
ITEM #12894641 Product: Brochures Folding : French Fold Flat Size/Folded Size : 11" x 17" (folds to 5.5" x 8.5") Paper Stock : 100 lb. Paper Coating : Gloss Both Sides Printed Side : 4/4 Double Sided (Outside and Inside) Shrink Wrapping : None Printing Turnaround : 5 Business Days	For Pickup - BROOK PARK Digital Room, Inc. 6410 Eastland Road, Suite E Brook Park, OH 44142 Phone: 800-844-0599 Shipping & Handling: \$0	2500	\$ 1714.73

Payment Information

No payment received.

Subtotal	✓ \$3429.46
Discount	-\$2057.68
Shipping & Handling	\$0
Sales Tax	\$0
Order Total	✓ \$1371.78
Paid	\$0
Balance Due	<u>\$1371.78</u> ✓