



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **01/06/2023**

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

From: Auditor's Office Fiscal Department

SUBJECT: **Batch #2023-0072 – American Business Forms \$556.76**

<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 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 April 4, 2022

I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of
\$10,000.00

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
1129098	1/9/2023	556.76
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
04/04/2022	dr	
1099 AMT.	cr	

PURCHASE ORDER NO. 2022-00002405

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

VENDOR I.D. NO. _____ 1780

PURCHASED FROM:

American Business Forms

INVOICE TO:

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

Kimberly Quinn
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	1001	Other Expenses - Other 1001-008-00-901 - Other 10,000.00 06450944	10,000.0000	\$10,000.00
TOTAL DUE					\$10,000.00

**Presented by Court as a
courtesy only,
NOT statutorily required**

See State ex rel. Grendell v. Walder,
Slip Opinion No. 2022-Ohio-204

RECEIVED

JAN 05 2023

Geauga County Auditor

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

FILED
IN COMMON PLEAS COURT

2023 JAN -5 PM 1:47

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT
EXPENDITURES
AMERICAN BUSINESS FORMS

NOT
FOR
VETTING

) JUDGE TIMOTHY J. GRENDALL

)

)

) PROPER ADMINISTRATIVE ORDER
) 2023-10

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$556.76 (Five Hundred Fifty Six Dollars and Seventy Six Cents) from 1001-008-00-901 payable to AMERICAN BUSINESS FORMS, 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

TIMOTHY J. GRENDALL, JUDGE

12/15/2023

CC: Fiscal Director



Toll-Free: (800) 862-3690
Direct: (320) 634-5471

Remit To:

American Solutions for Business
8479 Solution Center
Chicago IL 60677-8004 ✓

Return Service Requested

Invoice Date 12/21/22	Account Number ASB000000438874	Invoice Number INV06450944
Invoice Amount Payable in U.S Dollars 556.76		Amount Paid

Page 1 of 1

GEAUGA COUNTY PROBATE
231 MAIN STREET, STE 200
CHARDON OH 44024

Ship to: Geauga County Probate
231 Main Street, Ste 200
Chardon OH 44024

Please Remit Top Portion with Payment

Customer Invoice

Invoice Date 12/21/22		Order Date 11/2/22 ✓		Ship Via UPS 3RD PARTY		Sales Order No 0000006275		Customer PO Number	
Customer Account Number ASB000000438874			Invoice Number INV06450944 ✓		Terms Net 30		Sales Associate 01201-Osler Sales		
Ship Date	PO#	Quantity Shipped	Description			Unit Price	Unit	Extended Amount	
12/20/22		1.0000	MARRIAGE LICENSE SETS Marriage License Sets			545.0000	M	545.00	
12/20/22		1.0000	Freight			11.7600	EA	11.76	

Notes:

Net 30

CUSTOM PRINT SOLUTIONS

Commercial & Digital Print
Direct Mail
Labels & Tags
Business Stationery
Interior & Exterior Signage
Catalogs & Magazines

PROMOTIONAL PRODUCTS

Apparel & Uniforms
Drinkware
Pens & Notebooks
Bags & Totes
Tech Items
Caps & Headwear

ADDITIONAL SOLUTIONS

eCommerce Solutions
Design Services
Office Products
Fixtures & Displays
Kitting & Fulfillment
Custom Packaging

Subtotal	556.76
Surcharge	0.00
Discount	0.00
Taxes	0.00
Deposit	0.00
Amount Due - in USD	556.76

Thank you for thinking of American Solutions for Business

P.O. Box 218 | Glenwood, MN 56334
Phone: (800) 862-3690 | Fax: (320) 634-5265

Customer Invoice

A service charge of 1 1/2% per month with a maximum per annum charge not to exceed state and federal laws will be charged on all past due invoices.