

Auditor Charles E. Walder

Chief Fiscal Officer

Return Voucher Form

Date: 08/17/2023

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2023-00001963 Office Depot \$33.91

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 X Other
Missing "OK to Pay" Initials/Signature	X Other

Solution: No original signature on the voucher or invoice. The vendor EIN on this invoice does not match this vendor.

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, 2023
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$12,000.00

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.

free from any previous encumbrances.	
	PURCHASE ORDER NO. 2023-00001341
CHARLES E. WALDER	GEAUGA CO. BOARD OF COMMISSIONERS:
GEAUGA COUNTY AUDITOR	SESSION
	RESOLUTION JOURNAL
by, Deputy Auditor	PAGE
by, Deputy Auditor GEAUGA COUNTY FEDERAL I.D. NO. 34-6001208 SALES AND USED TAX EXEMPTION - POLITICAL SUBDIVISION	BUDGET APPROVAL - ENCUMBVOUCHER
STATE OF OHIO	VENDOR I.D. NO. 48433
FOR AUDITORS USE ONLY Date:	PURCHASED FROM:
Then and Now Certficate:	
Warrant Received by:	Office Depot
Date:	
SHIP TO:	INVOICE TO:
GEAUGA COUNTY	GEAUGA COUNTY
PROBATE / JUVENILE COURT -JUDGE GRENDELL	PROBATE / JUVENILE COURT -JUDGE GRENDELL
231 MAIN STREET SUITE 2	231 MAIN STREET SUITE 2
CHARDON, OH 44024	CHARDON, OH 44024
	Win beel aux
	DEPARTMENT HEAD SIGNATURE

P.O. DATE

1099 AMT.

01/03/2023

WARRANT NO. VOUCHER DATE VOUCHER AMOUNT

Cr.

\$ 33.91

ACCOUNT NO.

08/21/2023

ADJUSTMENT

QUANTITY UN 1.0000 Eac	THE RESERVE THE PERSON NAMED IN	DESCRIPTION Materials & Supplies - Materials & Supplies 1001-007-02-701 - Materials and Supplies 12,000.00	UNIT COST 12,000.0000	*12,000.00
		325356716001	RECTAUG	1 7 2023 a County Auditor
			TOTAL DUE	\$12,000.00

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

2023 AUG 15 PH 3:13

PRUBAIT- MINTHE #

IN RE:) JUDGE TIMOTHY J. GRI	DIVISION ENDELL Y CHIC
)	
JUVENILE COURT)	
EXPENDITURES) PROPER ADMINISTRA	ATIVE ORDER NOT
OFFICE DEPOT INC) 2023-316	FOR
	-	VETTING

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 \$33.91 (Thirty Three Dollars and Ninety One Cents) from 1001-007-02-701 payable to OFFICE DEPOT INC, for materials & 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.

CC: Fiscal Director

ORIGINAL INVOICE



THANKS FOR YOUR ORDER

Contact Number For:

Account Inquiries: (888) 263-3423 Order Inquiries: (800) 721-6592

INVOICE NUMBER	AMOUNT DUE	PAGE NUMBER
325356716001	\$33.91	1 of 1
INVOICE DATE	TERMS	PAYMENT DUE
07/31/2023	Net 30	09/03/2023

Federal ID # 86-2161688

Bill To:

ATTN: ACCTS PAYABLE

GEAUGA CNTY PROBATE JUVY CRT

231 MAIN ST

2ND FLOOR SUITE 200 CHARDON OH 44024-1263 Julilalliandilalallallialliallia Ship To: GEAUGA CNTY PROBATE JUVY CRT

231 MAIN ST

2ND FLOOR SUITE 200 CHARDON OH 44024-1263

ACCOUNT NUMBER		ACCOUNT MAN	AGER SHI	SHIP TO ID		O ID ORDER		RNUMBER		R DATE /	SHIPPED DATE
19649432			231	MAINST		3253	356716001		07/28	/2023	07/31/2023
BILLING ID	PURC	HASE ORDER	RDER RELEASE		ORDERE	DBY	DESKTOP		2	COST CENTER	
24537205					KIMBEI LAUF						an Audit
CATALOG ITEM # MANUF CODE	/ DI	ESCRIPTION / CUSTOMER ITEM	И#	U/M TAX	the last term of the last of t	TY RD	QTY SHIP	QTY B/C	and the same of the same of	UNIT PRICE	
314264 94554		D-R,VERBATIM,SP 14264	INDLE,100PK	PK		1	1	()	19.970	19.97
653689 49976		00PK CD/DVD PAP 53689	ER SLEEVES WIT	PK		1	1	()	3.950	3.95

0.00
9.99
0.00
0.00
\$33.91

To return supplies, please repack in original box and insert our packing list, or copy of this invoice. Please note problem so we may issue credit or replacement, whichever you prefer. Please do not ship collect. Please do not return furniture or machines until you call us first for instructions. Shortage or damage must be reported within 5 days after delivery.

DETACH	HERE	
	*****	_

CUSTOMER NAME

BILLING ID

INVOICE NUMBER

INVOICE DATE

INVOICE AMOUNT

AMOUNT ENCLOSED

GEAUGA CNTY PROB

ATE JUVY CRT

24537205

325356716001

FLO

07/31/2023

\$33.91

245372057 3253567160017 00000003391 1 5

PLEASE SEND YOUR CHECK TO: ODP Business Solutions, LLC PO BOX 633301

CINCINNATI OH 45263-3301

PLEASE RETURN THIS STUB WITH YOUR PAYMENT TO ENSURE PROMPT CREDIT TO YOUR ACCOUNT.

PLEASE DO NOT STAPLE OR FOLD. THANK YOU