



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 11/14/23

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch #2023-2766

Geauga Credit Union \$244.00

<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. . Missing substantiating documentation to support credit card charge of \$244.00.

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 September 26, 2023
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$825.00

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
	11/13/2023	\$ 244.00
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
09/26/2023	dr.	
1099 AMT.	cr.	

PURCHASE ORDER NO. 2023-00003453

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

VENDOR I.D. NO. 1704

PURCHASED FROM:

Geauga Credit Union

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	TRAVEL - 2023 Probate Clerks Conference 1001-008-00-902 - Travel 825.00	825.0000	\$825.00
			Hotel		
TOTAL DUE					\$825.00

RECEIVED

NOV 09 2023

Geauga County Auditor

**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
PROBATE DIVISION
GEAUGA COUNTY, OHIO

NOV 6 8 2023
GEAUGA COUNTY
PROBATE/JUVENILE COURT
FILED
NOV 6 8 2023
GEAUGA COUNTY
PROBATE/JUVENILE COURT

IN RE:

PROBATE COURT
EXPENDITURES
GEAUGA CREDIT UNION

**NOT
FOR
VETTING**


) JUDGE TIMOTHY J. GRENDALL
)
)
) **PROPER ADMINISTRATIVE ORDER**
) 2023-236

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$244.00 (Two Hundred Forty Four Dollars and No Cents) from 1001-008-00-902 payable to GEAUGA CREDIT UNION, for 2023 Probate Clerks Conference travel expenses, 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, JUDGE

CC: Fiscal Director

Travel Expense Request

Auditor's Number:

2023-3453Date: September 26, 2023Department: ProbateConvention, Meeting, Etc.: 2023 Probate Clerks ConferenceLocation: Dublin, OHReason: conferenceDates of Travel: October 22-23, 2023Dates of Event: October 23, 2023Employees Attending: Heidi Landis & Andrea Garra-brant

(List Names)

Account: 1001-008-00-902 Travel**Estimated Expenses:**

Hotel	\$250.00 ✓
Food	\$50.00 ✓
Mileage	\$225.00 ✓
Registration	\$250.00 ✓
Other	\$50.00 ✓
Total	\$825.00

Dept Head Approval: I affirm that this expense request is being submitted within the limits and provisions of the County Travel Policy.

Department Head Signature: *Kimberly*Date: September 22, 2023

AUDITOR'S CERTIFICATE OF FUNDS (ORC 5705.41D)
I hereby certify that the money required to meet the foregoing contract, agreement or obligation, in the sum of \$ 825 has been lawfully appropriated, authorized or directed for such purpose and is in the process of collection to the credit of the 1001-008-00-902 fund, free from any previous encumbrances.

By: *Evelyn Geib*
Deputy AuditorThe Geauga County Board of Commissioners authorized the estimated expense for the above request in action by motion in their session on 9/26/2023 23-169, Journal No. 95.

Original: Above Department

Copy: Auditor

Copy: Commissioner

Clerk, Geauga Co. Bd. of Commissioners

Actual Expenses:

Hotel	\$ 244.00	Departure Date
Food		
Mileage		Departure Time am / pm
Registration		Return Date
Other		
Total	\$ 244.00	Return Time am / pm

Original receipts must be attached to this statement. Any extraordinary expense must be explained on this form.
I hereby certify the actual expenses to be correct:

Signature:	<u><i>Michelle Ball</i></u>
Title:	<u>Office Manager</u>
Approved by:	<u><i>Kimberly</i></u>

Partial Payment



Final Payment



Revised 08/20/08

Original and 2 copies required



GEAUGA PROBATE JUVENILE COURT

Page 1 of 2

VISA

Account Number: ##### 0162
 Closing Date: 10/18/23
 Credit Limit: \$6,000.00 Available Credit: \$3,603.00

Account Inquiries



Customer Service:
 (800) 322-8472

To Report a Card Lost or Stolen:
 (727) 570-4881 LOCAL
 (866) 604-0381 TOLL-FREE



Please Direct Written Inquiries to:
 CUSTOMER SERVICE
 PO BOX 30495
 TAMPA, FL 33630



To view or pay your account on-line:
 www.eZCardInfo.com

Account Summary

Previous Balance	\$	2,189.60
Purchases	+	244.00
Cash	+	0.00
Balance Transfer	-	0.00
Credits	-	37.14
Payments	-	0.00
Insurance	+	0.00
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	\$	2,396.46

Payment Information



Total Minimum Payment Due \$125.86
Payment Due Date 11/12/2023

Minimum Payment	\$	72.00
Past Due Amount	\$	53.86
Over Limit / Fees	\$	0.00

Mail Payments to: GEAUGA CU - VISA PO BOX 4521 CAROL STREAM IL 60197-4521



Important News

- MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY!
 SIMPLY GO TO WWW.EZCARDINFO.COM AND ENROLL IN OUR ONLINE SERVICE. YOU CAN
 REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT NOTIFICATIONS,
 DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE, AND
 EASY WITH EZCARDINFO. ENROLL TODAY!

Account Activity Since Your Last Statement

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
09/25	09/26	3695	24755423269152698323405	EMBASSY SUITES 614-7909000 OH	\$ 122.00
09/25	09/26	3695	24755423269152698324171	EMBASSY SUITES 614-7909000 OH	122.00
09/07	10/03	3816	74755423275152709438066	CREDIT VOUCHER HOMES TO SUITES BY HILTON 614-6016990 OH	37.14

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW 5 DAYS FOR MAIL DELIVERY

GEAUGA CU
 PO BOX 839
 BURTON OH 44021 - 0839



Account Number

0162

Check box to indicate
 name/address change
 on back of this coupon ☐

AMOUNT OF PAYMENT ENCLOSED

Closing Date

10/18/23

New Balance

\$2,396.46

Total Minimum
Payment Due

\$125.86

Payment Due Date

11/12/2023

\$

GEAUGA PROBATE JUVENILE COURT
 231 MAIN ST.
 2ND FLOOR
 CHARDON OH 44024



MAKE CHECK PAYABLE TO:



GEAUGA CU - VISA
 PO BOX 4521
 CAROL STREAM IL 60197 - 4521

21 4457 0410 0008 0162 00012586 00239646 3

Account Number: ##### 0162
Closing Date: 10/18/23
Credit Limit: \$6,000.00 Available Credit: \$3,603.00



16202

Account Activity Summary

	Average Daily Balance	Periodic Rate	Corresponding Annual Percentage Rate ¹	Finance Charges	Effective Annual Percentage Rate	New Balance
CURRENT						
Purchases	\$ 2,351.46	0.0000%	0.00%	\$ 0.00		
Cash	\$ 0.00	0.0000%	0.00%	\$ 0.00		
Fees/Interest Charge				\$ 0.00		
Total				\$ 0.00	0.00%	\$ 2,396.46

See reverse side for explanation of **Interest Charge Method(ICM)** Credit Purchases: G Cash Advance: A Days In Billing Cycle: 31

¹ Your Annual Percentage Rate (APR) is the annual interest rate on your account.

(V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION AND BILLING RIGHTS SUMMARY