



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 02/16/2024

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2024-0000439

Advanced Media Publications Inc \$1,331.14

<input type="checkbox"/> Dept. Head Signature Missing on Cover
<input type="checkbox"/> Incorrect Account Number
<input type="checkbox"/> Incorrect Remit Address
<input type="checkbox"/> Insufficient Cash Balance Available
<input type="checkbox"/> Batch not Approved in New World
<input type="checkbox"/> Insufficient Balance Available on PO
<input type="checkbox"/> Missing Original Invoice/Supporting Documents
<input type="checkbox"/> Missing "OK to Pay" Initials/Signature

<input type="checkbox"/> Incorrect Vendor Numbers (s)
<input type="checkbox"/> Incorrect/No Encumbrance No.
<input type="checkbox"/> Incorrect Voucher Amount
<input type="checkbox"/> Incorrect G/L Date
<input type="checkbox"/> Expense Precede Encumbrance
<input type="checkbox"/> Remit Copy Missing
<input type="checkbox"/> Due Date Deadline Missed
<input checked="" type="checkbox"/> Other

Solution: No original signature on the voucher cover or invoice. Copies of the booklets and rack cards not provided.

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, 2024
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement or obligation in the sum of

\$9,000.00

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
	2/21/2024	\$ 1,331.14 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2024		
1099 AMT.	dr.	
	cr.	

PURCHASE ORDER NO. 2024-00001419 ✓

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION _____ RESOLUTION _____ JOURNAL _____ PAGE _____ BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
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VENDOR I.D. NO. 9385

PURCHASED FROM:

Advanced Media Publications, Inc

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

Kimberly
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1 0000	Each	1001	Materials & Supplies - Materials & Supplies 1001-008-00-701 - Materials and Supplies 9,000 00	9,000 0000	\$9,000.00
			Invoice#12086411		
RECEIVED FEB 14 2024 Geauga County Auditor					
TOTAL DUE					\$9,000.00

**Presented by Court as a
courtesy only,
NOT statutorily required**
See State ex rel. Grendell v. Walder,
Slip Opinion No. 2022-Ohio-204

FILED
IN COMMON PLEAS COURT
IN THE COURT OF COMMON PLEAS
PROBATE DIVISION 2024 FEB 14 PM 2:34
GEAUGA COUNTY, OHIO

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO
) JUDGE TIMOTHY J. GRENDELL
)
)

IN RE:

PROBATE COURT
EXPENDITURES
ADVANCED MEDIA PUBLICATIONS
INC

**NOT
FOR
VETTING**

) **PROPER ADMINISTRATIVE ORDER**
) **2024-68**

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$1,331.14 (One Thousand Three Hundred Thirty One Dollars and Fourteen Cents) from 1001-008-00-701 payable to ADVANCED MEDIA PUBLICATIONS INC, 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. GRENDELL, JUDGE

CC: Fiscal Director



8000 Haskell Ave., Van Nuys, CA 91406
Toll Free: 800-844-0599
Mon-Fri(7am-11pm ET) Sat-Sun(9am-8pm ET)

Invoice for Order # 12086411 ✓

Order Date: 01/23/2024 ✓
P.O.#:2024-1419

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

Product Details	Delivery & Destination	Quantity	Price
ITEM # 18972288 Product: Booklets Size : DVD Booklets Binding Options : Saddle Stitched Binding Location : Left Side Binding Number of Pages : 20 (4 Cover + 16 inside) Paper for Inside Pages : 100 lb. Paper Color for Inside Pages : Full Color Coating : Gloss Both Sides Paper for Cover : 100 lb. Paper Gloss Printing Turnaround : 2 Business Days	Delivery 1 Day Transit Shipping Address Geauga County Probate/Juvenile Court ATTN: Kimberly Laurie 231 MAIN ST 2nd Floor CHARDON, OH 44024 Phone: (440) 279-1868 Shipping & Handling: \$34.96	500	\$ 1107.00

ITEM # 18972289 Product: Rack Cards Reorder : From Job 4840879 / Item 7327772 Size : 3.5 x 8.5 Paper Stock : 14pt C2S Cover Stock Coating : Gloss Both Sides Single/Double Sided : 4/4 Double Sided Rounded Corners : No Shrink Wrapping : None Printing Turnaround : 2 Business Days	Delivery 1 Day Transit Shipping Address Geauga County Probate/Juvenile Court ATTN: Kimberly Laurie 231 MAIN ST 2nd Floor CHARDON, OH 44024 Phone: (440) 279-1868 Shipping & Handling: \$16.79	1000	\$ 172.39
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Payment Information

No payment received.

Subtotal	\$ 1279.39
Shipping & Handling	\$51.75
Sales Tax	\$0
Order Total	\$1331.14 <i>KL</i>
Paid	\$0
Balance Due	\$1331.14

[Live Chat](#)