



**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 # 2024-00000439**

**Geauga Credit Union \$366.00**

|  |   |
|--|---|
| <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 on the voucher cover or invoice. Invoice for over-night travel; however, using a Blanket type encumbrance and not a Travel type encumbrance. No receipts from the hotel stay 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](mailto:auditor@co.geauga.oh.us)

AUDITORS CERTIFICATION OF FUNDS  
O.R.C. 5705.41D

Geauga County, Chardon, Ohio November 20, 2023  
I HEREBY CERTIFY that the money required to meet the foregoing  
contract, agreement, or obligation in the sum of  
\$1,000.00

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 |
|-------------|--------------|----------------|
|             | 02/22/2024   | \$ 366.00 ✓    |
| P.O. DATE   | ADJUSTMENT   | ACCOUNT NO.    |
| 11/20/2023  | dr.          |                |
| 1099 AMT.   | cr.          |                |

PURCHASE ORDER NO. 2023-00003806 ✓

|  |
|--|
| 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

DEPARTMENT HEAD SIGNATURE

| QUANTITY  | UNIT | FUND | DESCRIPTION  | UNIT COST  | TOTAL COST |
|-----------|------|------|--|------------|------------|
| 1.0000    | Each | 1001 | TRAVEL - Travel<br>1001-008-00-902 - Travel 1,000.00<br><br>2023 Probate Clerks Conference | 1,000.0000 | \$1,000.00 |
| TOTAL DUE |      |      |  |            | \$1,000.00 |

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  
PROBATE DIVISION  
GEAUGA COUNTY, OHIO

FILED  
COMMON PLEAS COURT  
2024 FEB 14 PM 2:34

PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT  
EXPENDITURES  
GEAUGA CREDIT UNION

NOT  
FOR  
VETTING

) JUDGE TIMOTHY J. GRENDALL  
)  
)  
) PROPER ADMINISTRATIVE ORDER  
) 2024-70

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$366.00 (Three Hundred Sixty Six 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



## GEAUGA PROBATE JUVIE COURT

Account Number: ##### 0162  
 Closing Date: 11/17/23  
 Credit Limit: \$6,000.00 Available Credit: \$1,239.00

VISA

## 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   | \$        | 2,396.46        |
| Purchases          | +         | 854.00          |
| Cash               | +         | 0.00            |
| Balance Transfer   | -         | 0.00            |
| Credits            | -         | 63.24           |
| Payments           | -         | 0.00            |
| Insurance          | +         | 0.00            |
| Other Debits       | +         | 0.00            |
| Finance Charges    | +         | 0.00            |
| <b>NEW BALANCE</b> | <b>\$</b> | <b>3,187.22</b> |

## Payment Information

Total Minimum Payment Due **\$158.62**

Payment Due Date

12/12/2023

|                   |    |       |
|-------------------|----|-------|
| Minimum Payment   | \$ | 96.00 |
| Past Due Amount   | \$ | 62.62 |
| 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](http://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    |
|------------|-----------|----------|-------------------------|--|-----------|
| 10/23      | 10/24     | 3695     | 24755423297152977932542 | EMBASSY SUITES<br>614-7909000 OH                   | 122.00 ✓  |
| 10/23      | 10/24     | 3695     | 24755423297152977932666 | EMBASSY SUITES<br>614-7909000 OH                   | 122.00 ✓  |
| 10/23      | 10/24     | 3695     | 24755423297152977932997 | EMBASSY SUITES<br>614-7909000 OH                   | 122.00 ✓  |
| 10/27      | 10/29     | 3695     | 24755423301163014941606 | EMBASSY SUITES<br>614-7909000 OH                   | 244.00 ✓  |
| 10/27      | 10/29     | 3695     | 24755423301163014941945 | EMBASSY SUITES<br>614-7909000 OH                   | 244.00 ✓  |
| 05/12      | 11/01     | 3654     | 74755423304273011791805 | CREDIT VOUCHER<br>LOEWS HOTELS<br>520-2992020 AZ   | 42.41 - ✓ |
| 09/19      | 11/02     | 3695     | 74755423304163014941129 | CREDIT VOUCHER<br>EMBASSY SUITES<br>614-7909000 OH | 20.83 - ✓ |

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

New Balance

Total Minimum  
Payment Due

Payment Due Date

11/17/23

\$3,187.22

\$158.62

12/12/2023

\$

GEAUGA PROBATE JUVIE 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 00015862 00318722 8