



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 03/21/24

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2024-0000765

Western Reserve Office Supply \$524.55

<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.

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 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
	3/25/2024	\$ 524.55 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
11/20/2023		
1099 AMT.		

PURCHASE ORDER NO. 2023-00003642 ✓

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION _____ RESOLUTION _____ JOURNAL _____ PAGE _____ BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
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VENDOR I.D. NO. 4817

PURCHASED FROM:

Western Reserve Office Supply

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

Kimberly Law
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	2051	Materials & Supplies - Materials & Supplies 2051-007-00-701 - Materials and Supplies 1,000.00 429843	1,000.0000	\$1,000.00
RECEIVED					
MAR 20 2024					
Geauga County Auditor					
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
JUVENILE DIVISION
GEAUGA COUNTY, OHIO

FILED
IN COMMON PLEAS COURT

2024 MAR 20 AM 11:30

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:) JUDGE TIMOTHY J. GRENDALL
)
JUVENILE COURT)
EXPENDITURES) PROPER ADMINISTRATIVE ORDER
WESTERN RESERVE OFFICE SUPPLY) 2024-104

Pursuant to R.C. 5705.42, 2303.201(E)(1), 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$524.55 (Five Hundred Twenty Four Dollars and Fifty Five Cents) from 2051-007-00-701 payable to WESTERN RESERVE OFFICE SUPPLY, for materials and 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.



TIMOTHY J. GRENDALL, JUDGE

cc 3/20/24

CC: Fiscal Director

WESTERN RESERVE OFFICE SUPPLY

INVOICE 429843

P.O. BOX 167
 CHARDON OH 44024
 440-285-2256
 customerservice@WesternReserveOfficeSupply.com

INVOICE DATE: DEC 27 2023

TO:
 Geauga County Probate Court
 231 Main Street #200
 Chardon OH 44024

SHIP TO:
 Casa for Kids BONNIE GLAVIC
 470 Center St #5C
 Chardon OH 44024

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	DATE	TERMS
P West	Bonnie	J Prall	Our truck	12/27/23 ✓	Net 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
2	UNV20630 letter pads, ruled, white, dz	26.99	✓ 53.98
2	SMD75174 end tab file pocket ltr, 5 "exp 10bx	83.19	✓ 166.38
2	UNV18103 top tab file folder asst, ltr, 250bx	34.23	✓ 68.46
1	WAU40311 white card stock, 90# ltr, 250pk SUB FOR UNAVAILABLE	18.83	✓ 18.83
2	SAN25025 highlighters, fl yellow, chisel, dz	9.68	✓ 19.36
2	SAN25009 highlighters, pink, chisel, dz ✓	9.68	✓ 19.36
1	AVE5027 file folder labels xtra large white 25sh	36.19	✓ 36.18
2	PIL31021 G2 gle pen, retract, fine, blje dz	20.99	✓ 41.98
1	PAP6137406 dryline correction tape, 10pk	23.53	✓ 23.53
1	AVE5664 mailing labels, laser, clear, 50sh	76.49	✓ 76.49

SUBTOTAL	\$524.55
SALES TAX	0
TOTAL DUE	✓ \$524.55

cc per Bonnie

Make all checks payable to WESTERN RESERVE OFFICE SUPPLY.
 If you have any questions concerning this invoice, contact: 440-285-2256
 THANK YOU FOR YOUR BUSINESS!

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