



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: 05/10/24

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2024-00001242

SWIFT I.T. Consulting, Inc. \$418.95

<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.

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
	5/13/2024	\$ 418.95
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
01/03/2024		
1099 AMT.		

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. 14551

PURCHASED FROM:

SWIFT I.T. Consulting, Inc.

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

Kimberly Ann
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 Invoice #1095	9,000 0000	\$9,000.00
TOTAL DUE					\$9,000.00

RECEIVED
MAY 09 2024
Gaugua 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

FILED
IN COMMON PLEAS COURT

2024 MAY -9 AM 11:56

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

PROBATE COURT
EXPENDITURES
SWIFT INFORMATION
TECHNOLOGY CONSULTING, INC.

NOT
FOR
VETTING
JUDGE TIMOTHY J. GRENDALL
PROPER ADMINISTRATIVE ORDER
) 2024-118

Pursuant to R.C. 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$418.95 (Four Hundred Eighteen Dollars and Ninety Five Cents) from 1001-008-00-701 payable to SWIFT INFORMATION TECHNOLOGY CONSULTING, 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. GRENDALL, JUDGE

W
5/9/2024

CC: Fiscal Director

INVOICE

Swift Information Technology Consulting, Inc
277 Hickory Ln
Salem, OH 44460

tod@swiftitc.com
+1 (234) 320-3003
https://swiftitc.com



Kimberly Laurie
Bill to
Kimberly Laurie
Geauga County Probate/Juvenile Court
231 Main Street, Suite 200
Chardon, Ohio 44024
United States

Ship to
Kimberly Laurie
Geauga County Probate/Juvenile Court
231 Main Street, Suite 200
Chardon, Ohio 44024
United States

Invoice details

Invoice no.: 1095
Terms: Net 30
Invoice date: 05/06/2024
Due date: 06/05/2024

#	Product or service	Description	Qty	Rate	Amount
1.	Hardware	Canon MF462dw monochrome printer (marriage clinic)	1	\$260.00	\$260.00
2.	Misc Parts/Equipment/Consumables	507a toner cartridges (CASA) three color and two black	1	\$309.59	\$309.59
3.	Misc Parts/Equipment/Consumables	35A toner (Marriage printer) four pack	1	\$46.10	\$46.10
4.	Misc Parts/Equipment/Consumables	414A 414X toner cartridge (four pack) color/black (Kim's printer)	1	\$151.00	\$151.00
5.	Misc Parts/Equipment/Consumables	Dell 1700 series toner (monochrome) four pack (certified mail -on counter)	1	\$112.85	\$112.85
6.	Misc Parts/Equipment/Consumables	30A toner cartridge (monochrome) four pack (certified mail - juvenile)	1	\$57.96	\$57.96

Total

\$937.50

Ways to pay

BANK

Contact Swift Information Technology Consulting, Inc to pay.

Pay invoice

P= 418.95 ✓

14551