



**MADISON COUNTY DEMOCRATIC PARTY
MADISON COUNTY
AGREED-UPON PROCEDURES
FOR THE YEAR ENDED DECEMBER 31, 1999**



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

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INDEPENDENT ACCOUNTANTS' REPORT

Democratic Executive Committee
Madison County
251 Fellows Avenue
West Jefferson, Ohio 43162

We have performed the procedures enumerated below, which were agreed to by the Madison County Democratic Executive Committee (the Committee), solely to comply with the requirements of Section 3517.17 of the Ohio Revised Code. This engagement to apply agreed-upon procedures was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

Cash Receipts

We confirmed the Ohio Political Party Fund receipts with the State of Ohio and agreed to amounts shown on the Political Party Fund Finance Report.

We found no exceptions as a result of our procedures.

Cash Reconciliation

We compared the sum of the cash balances recorded on the Committee's Political Party Fund Finance Report with cash balances recorded on the bank reconciliation for the Committee as of December 31, 1999. We recomputed the mathematical accuracy of the reconciliation.

We found no exceptions as a result of our procedures.

Cash Disbursements

1. We confirmed the mathematical accuracy of the cash disbursement listing and compared the listing totals to the disbursement totals on the political party fund finance report.
2. We traced selected recorded disbursements to source documentation such as invoices and canceled checks. Also, we determined the checks corresponded to the names on the invoices and the checks were signed by authorized signatories and endorsed by the payee.
3. We vouched selected disbursement transactions for compliance with Section 3517.18 of the Ohio Revised Code.

Cash Disbursements (continued)

We found one compliance exception with Ohio Rev. Code Section 3517.18, which is identified below.

A disbursement for \$25, a donation, was not in accordance with the above noted section.

We were not engaged to, and did not, perform an audit, the objective of which would be the expression of an opinion on the political party fund finance report which is attached as Exhibit A. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of the specified users listed above, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purpose.

JIM PETRO
Auditor of State

March 29, 2000

**POLITICAL PARTY FUND FINANCE REPORT
FOR THE YEAR ENDED DECEMBER 31, 1999 (UNAUDITED)**

EXHIBIT A

BEGINNING BALANCE, JANUARY 1, 1999		\$141
RECEIPTS:		
STATE DISTRIBUTION	379	
INTEREST	<u>1</u>	
TOTAL RECEIPTS		380
TOTAL DISBURSEMENTS		<u>266</u>
ENDING BALANCE, DECEMBER 31, 1999		<u><u>\$255</u></u>

(See Independent Accountants Report.)



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DEMOCRATIC PARTY

MADISON COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
APRIL 13, 2000**