



**DEMOCRATIC POLITICAL PARTY
BUTLER COUNTY**

AGREED UPON PROCEDURES

FOR THE YEAR ENDED DECEMBER 31, 2001



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO



**STATE OF OHIO
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REPORT OF INDEPENDENT ACCOUNTANTS ON APPLYING AGREED-UPON PROCEDURES

Democratic Party Executive Committee
Butler County
222 High Street
Hamilton, Ohio 45011

We have performed the procedures enumerated below, which were agreed to by the Democratic Executive Committee, solely to assist the Committee in evaluating its compliance with Sections 3517.17 and 3517.18 of the Ohio Revised Code for the year ended December 31, 2001. Management is responsible for the Committee's compliance with those requirements. We followed the American Institute of Certified Public Accountants' attestation standards for agreed-upon procedures engagements. The sufficiency of the procedures is solely the responsibility of the Executive Committee. 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.

Cash Receipts

We confirmed the Ohio Political Party Fund receipts with the State of Ohio and agreed them to amounts shown on the Political Party Fund Finance Report. We found no exceptions.

Cash Reconciliation

1. We compared the sum of the cash balance recorded on the Committee's Ohio Campaign Finance Report with the cash balance on the Bank statement reconciled by the Treasurer, Becky Eberly, for the Butler County Democratic Party as of 12/31/01. The sums agreed.
2. We recomputed the mathematical accuracy of the reconciliation. We found no computational errors.
3. We agreed bank balances on the reconciliation with month end bank statements. The balances agreed.

Cash Disbursements

1. We footed the cash disbursement listing, Expenditures from Political Party Fund Monies, and compared the listing totals to the disbursement totals on the political party fund finance report. The amounts agreed.
2. We traced the payee and amount to source documentation such as and canceled checks and bank statements. The payees and amounts recorded in the cash disbursement journal [Expenditures from Political Party Monies] agreed to the payees and amounts on the canceled checks.
3. We compared the signature on the checks to the Ohio Campaign Finance Report dated 1/30/02 with the authorized signature of the Committee Treasurer. We compared the endorsement to the payee listed on the check. The signatory on all checks we selected was an approved signatory.
4. We compared the purpose for the disbursement with the allowable uses described in Section 3517.18 of the Ohio Revised Code. We found no exceptions.

Democratic Party Executive Committee
Butler County
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We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on compliance of the political party fund finance report which is attached to this report. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that we would have reported to you.

This report is intended solely for the information and use of the Executive Committee and is not intended to be and should not be used by anyone else.

Jim Petro
Auditor of State

February 25, 2002

DEMOCRATIC POLITICAL PARTY
BUTLER COUNTY

OHIO CAMPAIGN FINANCE REPORT
FOR THE YEAR ENDED DECEMBER 31, 2001 (UNAUDITED)

Beginning Balance, January 1, 2001		\$ <u>642</u>
Receipts:		
State Distribution	<u>2,865</u>	
Total Receipts		<u>2,865</u>
Disbursements:		
Utilities	<u>2,965</u>	
Total Disbursements		<u>2,965</u>
Ending Balance, December 31, 2001		\$ <u><u>542</u></u>

See Report of Independent Accountants on Applying Agreed-Upon Procedures.



STATE OF OHIO
OFFICE OF THE AUDITOR

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DEMOCRATIC PARTY

BUTLER 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 9, 2002**