



**DEMOCRATIC POLITICAL PARTY  
MARION COUNTY**

**AGREED UPON PROCEDURES**

**FOR THE YEAR ENDED DECEMBER 31, 2001**



**JIM PETRO**  
**AUDITOR OF STATE**  

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**STATE OF OHIO**



**DEMOCRATIC POLITICAL PARTY  
MARION COUNTY**

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**STATE OF OHIO  
OFFICE OF THE AUDITOR**

JIM PETRO, AUDITOR OF STATE

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

Democratic Executive Committee  
Marion County  
Thomas Sheskey, Treasurer  
222 West Center Street  
Marion, Ohio 43302

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 Ohio Campaign Finance Report. We found one exception as a result of our procedures. A receipt from the prior audit State Distribution Transaction Listing dated October 12, 2000, in the amount of \$68.44 was included on the Ohio Campaign Finance Report.

**Cash Reconciliation**

1. We compared the sum of the cash balances recorded on the Ohio Campaign Finance Report with the cash balances reconciled by the Treasurer as of December 31, 2001. The sums agreed.
2. We recomputed the mathematical accuracy of the reconciliation. We found no computational errors.
3. We agreed the bank balance on the reconciliation with the month end bank statement. The balances agreed.

**Cash Disbursements**

1. We footed the cash disbursement listing and compared the listing total to the disbursement total on the Ohio Campaign Finance Report. The amounts agreed.
2. For the disbursement transactions, we traced the payee and amounts to source documentation such as invoices and canceled checks. The payee and amounts recorded in the cash disbursement journal agreed to the payee and amounts on the canceled checks.
3. We compared the signatures on the checks to the authorized signature the Committee provided to us. We compared the endorsements to the payees listed on the checks. The signature on all checks was an approved signatory.

**Cash Disbursements (Continued)**

4. We compared the purpose for the disbursements with the allowable uses described in Section 3517.17 of the Ohio Revised Code. We found no exceptions.

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 Ohio Campaign Finance Report which is attached as Exhibit 1. 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 Democratic Executive Committee and is not intended to be and should not be used by anyone else.

**JIM PETRO**  
Auditor of State

March 6, 2002

DEMOCRATIC POLITICAL PARTY  
MARION COUNTY

EXHIBIT 1

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

BEGINNING BALANCE, JANUARY 1, 2001		\$27.51
RECEIPTS:		
STATE DISTRIBUTION	532.54	
TOTAL RECEIPTS		<u>532.54</u>
DISBURSEMENTS:		
POSTAGE	73.76	
NEWSPAPER AD	222.20	
TOTAL DISBURSEMENTS		<u>295.96</u>
ENDING BALANCE, DECEMBER 31, 2001		<u>\$264.09</u>

(See Report of Independent Accountants)







STATE OF OHIO  
OFFICE OF THE AUDITOR  

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**DEMOCRATIC PARTY**

**MARION 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**