



**Auditor of State
Betty Montgomery**

**DEMOCRATIC PARTY
BELMONT COUNTY**

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Auditor of State Betty Montgomery

INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Democratic Executive Committee
Belmont County
230 Wagner Avenue
Bellaire, Ohio 43906

We have performed the procedures enumerated below, which were agreed to by the Democratic Executive Committee, Belmont County, Ohio (the 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, 2003. 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 balances recorded on the Committee's Political Party Fund Finance Report with the cash balances reconciled by John DeBlasis for the Committee as of December 31, 2003. 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 check register and compared the listing totals to the disbursement totals on the Political Party Fund Finance Report. The amounts agreed.
2. We tested all disbursement transactions by tracing the payee and amount to source documentation such as invoices and canceled checks. We also compared the payees on the checks to the names on the invoices. The payees and amounts recorded in the check register agreed to the payees and amounts on the canceled checks.
3. We compared the signature on the check to the authorized signatory, which is the 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.

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Democratic Executive Committee
Belmont County
Independent Accountants' Report on Applying Agreed-Upon-Procedures
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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.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

Betty Montgomery
Auditor of State

January 26, 2004

**DEMOCRATIC PARTY
BELMONT COUNTY**

**POLITICAL PARTY FUND FINANCE REPORT
FOR THE YEAR ENDED DECEMBER 31, 2003 (UNAUDITED)**

BEGINNING BALANCE, JANUARY 1, 2003		\$ 4,227
RECEIPTS:		
STATE DISTRIBUTION	791	
OTHER	<u>4</u>	
TOTAL RECEIPTS		<u>795</u>
DISBURSEMENTS:		
FAIR BOOTH RENT	100	
POSTAGE	122	
INSURANCE FOR FAIR BOOTH	<u>100</u>	
TOTAL DISBURSEMENTS		<u>322</u>
ENDING BALANCE, DECEMBER 31, 2003		<u>\$4,700</u>

(See Independent Accountant's Report)



**Auditor of State
Betty Montgomery**

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DEMOCRATIC PARTY

BELMONT 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
MARCH 23, 2004**