# AUDITOR O

# REPUBLICAN PARTY HANCOCK COUNTY

AGREED UPON PROCEDURES

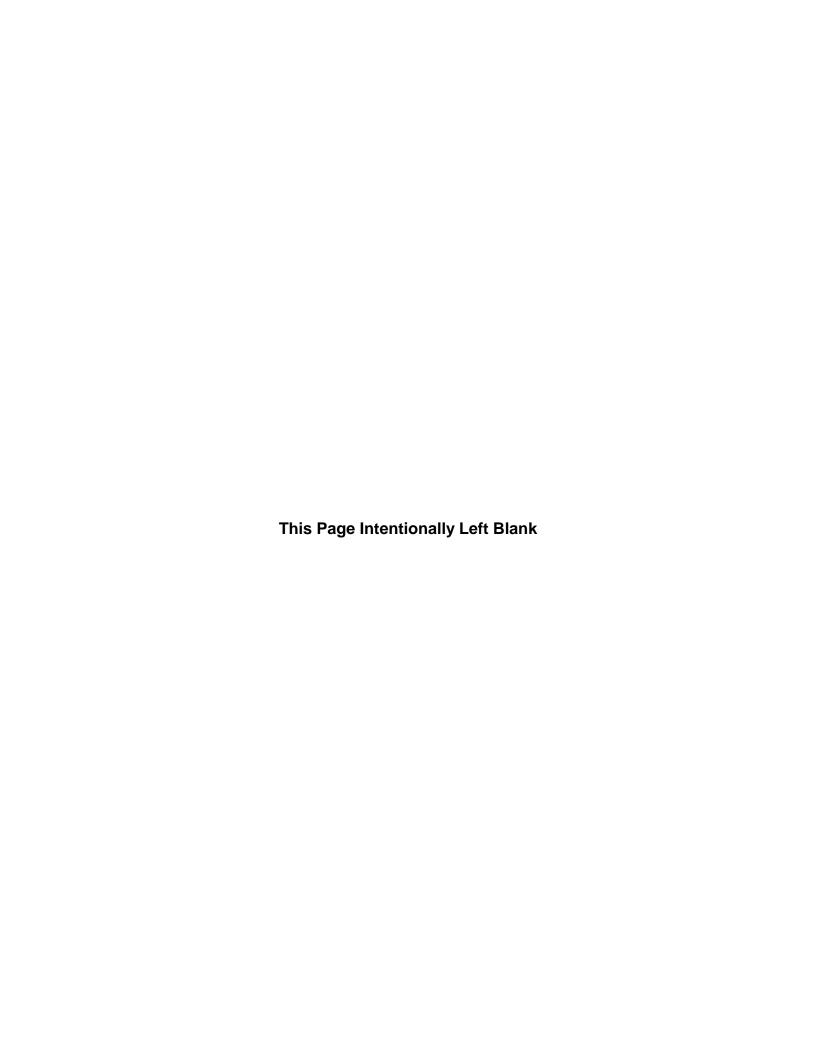
FOR THE YEAR ENDED DECEMBER 31, 2001



## REPUBLICAN PARTY HANCOCK COUNTY

### **TABLE OF CONTENTS**

TITLE	PAGE	Ξ
Report of Independent Accountants		1
Political Party Public Funds Finance Report (Exhibit A)		3





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

Republican Executive Committee 601 Parkway Drive P.O. Box 854 Fostoria, Ohio 44830-0854

We have performed the procedures enumerated below, which were agreed to by the Republican Executive Committee, solely to assist the Committee in evaluating its compliance with §§ 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**

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

### **Cash Reconciliation**

- 1. We compared the sum of the cash balances recorded on the Committee's Political Party Public Funds Report with the cash balances reconciled by the Committee Treasurer for the Republican Party 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 bank balances on the reconciliation with month end bank statements. The balances agreed.
- 4. We agreed the reconciling item appearing on that reconciliation to supporting documentation. We determined that the date on that document supports the item was a proper reconciling item at December 31, 2001.

### **Cash Disbursements**

- 1. We footed the cash disbursement listing and compared the listing totals to the disbursement totals on the political party fund finance report. The amounts agreed.
- 2. We selected all disbursement transactions, and traced 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 cash disbursement journal agreed to the payees and amounts on the canceled checks. No exceptions noted

Republican Executive Committee Report of Independent Accountants on Applying Agreed-upon Procedures Page 2

- 3. We compared the signature on the check to the authorized signatories the Committee provided to us. 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 § 3517.18 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 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

January 18, 2002

### Exhibit A

# POLITICAL PARTY PUBLIC FUNDS REPORT FOR THE YEAR ENDED DECEMBER 31, 2001 (UNAUDITED)

Beginning Balance, January 1, 2001			49
Receipts:			
State Distribution			606
Disbursements:			
Fair Booth Rent Phone	315 92		
Total Disbursements			407
Ending Balance, December 31, 2001			248

See Report of Independent Accountants



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# HANCOCK COUNTY HANCOCK 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.

**CLERK OF THE BUREAU** 

Susan Babbitt

**CERTIFIED FEBRUARY 12, 2002**