



**Auditor of State  
Betty Montgomery**



**DEMOCRATIC PARTY  
PUTNAM COUNTY**

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## **Auditor of State Betty Montgomery**

### **INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES**

Democratic Executive Committee  
Putnam County  
130 Washington St., PO Box 130  
Glandorf, OH 45848-0130

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 §§ 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 Ohio Campaign 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 reconciled by the Committee Treasurer for the Democratic Party 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
4. We reviewed the cash reconciliation for reconciling items such as canceled checks, deposit slips, or other such items. There were no reconciling items as of December 31, 2003.

#### **Cash Disbursements**

We verified amounts sent to the Ohio Democratic Party to the disbursement totals on the Political Party Public Funds Report. The amounts agreed

#### **Payroll Disbursements**

There were no payroll disbursements made during 2003.

Democratic Executive Committee  
Putnam 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 public funds 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 14, 2004

**DEMOCRATIC PARTY  
PUTNAM COUNTY**

**POLITICAL PARTY PUBLIC FUNDS REPORT  
FOR THE YEAR ENDED DECEMBER 31, 2003 (UNAUDITED)**

Beginning Balance, January 1, 2003	\$	94
Receipts:		
State Distribution		<u>188</u>
Disbursements:		
Ohio Democratic Party		<u>200</u>
Ending Balance, December 31, 2003	<u>\$</u>	<u>82</u>

*See Independent Accountant's Report*





**Auditor of State  
Betty Montgomery**

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**DEMOCRATIC PARTY**

**PUTNAM 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  
MAY 4, 2004**