



Dave Yost • Auditor of State



REPUBLICAN PARTY  
HOCKING COUNTY

TABLE OF CONTENTS

TITLE	PAGE
-------	------

---

Independent Accountants' Report on Applying Agreed-Upon Procedures.....	1
---	---

**This page intentionally left blank.**



# Dave Yost • Auditor of State

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

Secretary of State of Ohio  
Republican Party Executive Committee  
Hocking County  
9531 Bauer Road  
Logan, Ohio 43138

We have performed the procedures enumerated below, to which the Republican Party Executive Committee, Hocking County, Ohio (the Committee), agreed, solely to assist the Committee in evaluating its compliance with certain requirements included in Ohio Rev. Code Sections 3517.1012, 3517.13(X)(1), 2(b), (3)(a), and (4), 3517.17, and 3517.18, for the year ended December 31, 2011. The Committee is responsible for complying with these requirements. We followed the American Institute of Certified Public Accountants' attestation standards for agreed-upon procedures engagements and applicable attestation engagement standards included in the Comptroller General of the United States' *Government Auditing Standards*. The sufficiency of the procedures is solely the responsibility of the 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 will inquire of the Committee whether they deposited all gifts from corporations, labor organizations and all gifts restricted to operations into the same fund into which they deposit amounts received from the State Tax Commissioner. Management informed us they received no such gifts.
2. We will foot each *Statement of Political Party Restricted Fund Deposits* Ohio Rev. Code Section 3517.17 requires (Deposit Form 31-CC), filed for 2011. Form 31-CC was not filed with the semiannual report; however, there was only receipt to report. No computation errors noted on the Form 31-CC filed with the final report.
3. We will compare bank deposits reflected in 2011 restricted fund bank statements to total deposits recorded in Deposit Forms 31-CC filed for 2011. Bank deposits reflected on the bank statement agreed to the total deposits recorded in the Deposit Form 31-CC filed with the final report. However, a deposit for \$41.13 was returned because the check was stale-dated. This should have been reflected as a reduction of deposits on the Form 31-CC rather than a deposit and subsequent disbursement.
4. We will scan the Committee's 2011 bank statements and note if they reflect four quarterly payments received from the State Tax Commissioner pursuant to Ohio Rev. Code 3517.17(A). All four quarterly payments were received. The Treasurer did not deposit a \$41.13 check from the State until after it became stale dated. The receipt was reported as a credit on the 2011 financial reports and did show up as a deposit on the bank statement. However, when the bank determined the check was stale dated, they debited the account and charged a \$5 returned item fee. The transaction was reported as a disbursement of \$41.13 rather than a reduction of deposits on the 2011 annual report.

### **Cash Receipts (Continued)**

5. We will scan other recorded 2011 receipts for evidence that a corporation or labor organization may have exceeded the \$10,000 annual gift limit Ohio Rev. Code 3517.13(X)(3)(a) imposes. No other receipts were noted.

### **Cash Reconciliation**

1. We will recompute the mathematical accuracy of the December 31, 2011 reconciliation for the bank account used for receipts and disbursements restricted pursuant to Ohio Rev. Code Section 3517.1012(A). We found no computational errors. A formal bank reconciliation was not performed since there were no reconciling items at year-end.
2. We will agree the bank balance on the reconciliation to the bank statement balance as of December 31, 2011. The balances agreed. A formal bank reconciliation was not performed since there were no reconciling items at year-end.
3. We will agree reconciling items appearing on the reconciliation to canceled checks, deposit slips or to other documentation. There were no reconciling items at December 31, 2011

### **Cash Disbursements**

1. We will foot each *Statement of Expenditures* Ohio Rev. Code Section 3517.17 requires (Disbursement Form 31-M), filed for 2011. No computational errors noted.
2. Per Ohio Rev. Code 3517.13(X)(1), we will scan Disbursement Form 31-M filed for 2011 and inquire of management whether they transferred any cash from the restricted fund to any other political party account into which contributions may be made or from which contributions or expenditures may be made. We found no evidence of prohibited transfers.
3. We will compare the amounts on checks or other disbursements reflected in 2011 restricted fund bank statements to disbursement amounts reported on Disbursement Forms 31-M filed for 2011. No discrepancies noted. However, the returned deposit of \$41.13 should not have been reported as a disbursement, but rather a reduction of deposits. Deposits and disbursements on the Form 30-A are overstated.
4. For each disbursement on Disbursement Forms 31-M filed for 2011, we will trace the payee and amount to payee invoices and to the payee's name on canceled checks. No discrepancies noted. However, the returned deposit of \$41.13 should not have been reported as a disbursement, but rather a reduction of deposits. Deposits and disbursements on the Form 30-A are overstated.
5. We will scan the payee for each 2011 disbursement for evidence that it might represent a contribution or campaign-related disbursement, both of which Ohio Rev. Code 3517.13(X)(2)(b) prohibit. We found no evidence that any restricted fund disbursements represented contributions or campaign-related disbursements.
6. We will compare the signature on 2011 checks to the list of authorized signatories the Committee provided to us. There were no checks written during 2011.
7. We will scan each 2011 restricted fund disbursement recorded on Form 31-M for evidence that it represented a transfer from the restricted fund to any other state or county political party, which Ohio Rev. Code 3517(X)(4) prohibits. We found no evidence of any transfers.

**Cash Disbursements (Continued)**

8. We will compare the purpose of each disbursement listed on 2011 Disbursement Form 31-M to the purpose listed on the vendor invoice and to the purposes Ohio Rev. Code Section 3517.18 permits. We do not consider the \$5 fee relating to a returned deposit on Form 31-M described in step 3 above to be for a proper public purpose.

We were not engaged to, and did not examine each *Statement of Political Party Restricted Fund Deposits* and *Statement of Political Party Restricted Fund Disbursements* filed for 2011, the objective of which would have been to opine on compliance. Accordingly, we do not express 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 Secretary of State of Ohio and for the Republican Party Executive Committee, is not intended to be, and should not be used by anyone else.



**Dave Yost**  
Auditor of State

February 28, 2012

**This page intentionally left blank.**





# Dave Yost • Auditor of State

**HOCKING REPUBLICAN PARTY**

**HOCKING 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 22, 2012**