



**REPUBLICAN POLITICAL PARTY  
ALLEN COUNTY**

**AGREED UPON PROCEDURES**

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



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

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**STATE OF OHIO**





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

Republican Executive Committee  
Allen County  
P.O. Box 1563  
Lima, Ohio 45802

We have performed the procedures enumerated below, which were agreed to by the Allen County Republican Party 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 no exceptions.

### Cash Reconciliation

1. We compared the sum of the cash balances recorded on the Committee's Ohio Campaign Finance Report with the cash balances reconciled by Karen Roberts, Secretary, for the Allen County Republican Party as of December 31, 2001. The sums agreed, except for revenues and expenditures were each overstated by \$798.86, which was the amount transferred when the Republican Party switched bank accounts.
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 reconciling items on that reconciliation to canceled checks, deposit slips, or to other documentation. We determined that the dates on those documents support that those items were proper reconciling items at December 31, 2001.

### **Cash Disbursements**

1. We footed the statement of expenditures and compared the listing totals to the disbursement totals on the Ohio Campaign Finance Report. The amounts agreed, except we reduced the expenditures by \$798.86, which was the amount transferred when the Republican Party switched bank accounts.
2. We tested 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 statement of expenditures agreed to the payees and amounts on the canceled checks.
3. We compared the signature on the check to the list of authorized signatories the Committee provided to us. We compared the endorsement to the payee listed on the check. The signatory on all checks 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.

We found no exceptions except as noted above.

### **Payroll Disbursements**

We compared all personnel positions paid with Ohio Political Party Funds with those allowable under Section 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 Ohio Campaign 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

April 4, 2002

REPUBLICAN POLITICAL PARTY  
ALLEN COUNTY

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

BEGINNING BALANCE, JANUARY 1, 2001		\$ 643
RECEIPTS:		
STATE DISTRIBUTION	1,012	
TOTAL RECEIPTS		1,012
DISBURSEMENTS:		
SALARY	227	
TELEPHONE	793	
POSTAGE	238	
CHARGE FOR CHECKS	60	
BANK SERVICE CHARGE	<u>81</u>	
TOTAL DISBURSEMENTS		<u>1,399</u>
ENDING BALANCE, DECEMBER 31, 2001		<u>\$ 256</u>

(See Report of Independent Accountants on Applying Agreed-Upon Procedures.)





STATE OF OHIO  
OFFICE OF THE AUDITOR  

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**REPUBLICAN PARTY**

**ALLEN 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 18, 2002**