



**MEDINA COUNTY DEMOCRATIC PARTY
MEDINA COUNTY**

AGREED-UPON PROCEDURES

FOR THE YEAR ENDED DECEMBER 31, 1999



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

TABLE OF CONTENTS

TITLE	PAGE
Report of Independent Accountants	1
Political Party Funds Finance Report	3

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REPORT OF INDEPENDENT ACCOUNTANTS

Democratic Party Executive Committee
Medina County Democratic Party
P.O. Box 583
Medina, Ohio 44256

We have performed the procedures enumerated below, which were agreed to by the Treasurer and Executive Committee, solely to comply with the requirements of Section 3517.17 of the Ohio Revised Code. This engagement to apply agreed-upon procedures was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the specified users of the report. 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.

The procedures and associated findings are as follows:

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 Funds Report.

We found no exceptions as a result of our procedures.

Cash Reconciliation

We compared the sum of the cash balances reported on the Medina County Democratic Party Funds Report with cash balances recorded on the bank reconciliation for the Medina County Democratic Party as of December 31, 1999. We recomputed the mathematical accuracy of the reconciliation.

We also agreed reconciling items appearing on that reconciliation to bank statements and other documentation. We determined that the dates on those documents support that those items were proper reconciling items at December 31, 1999.

We found no exceptions as a result of the procedures.

Cash Disbursements

1. We confirmed the mathematical accuracy of the cash disbursement listing and compared the listing totals to the disbursement totals on the Political Party Funds Report.
2. We traced recorded disbursements to source documentation such as invoices and canceled checks. We also determined that the checks corresponded to the names on the invoices and that the checks were signed by authorized signatories and endorsed by the payee.
3. We vouched disbursement transactions for compliance with Section 3517.18 of the Ohio Revised Code.

We found no exceptions as a result of our procedures.

We were not engaged to, and did not, perform an audit, the objective of which would be the expression of an opinion on the accompanying Political Party Funds Report. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of the specified users listed above, however, the report is a matter of public record and distribution is not limited.

Jim Petro
Auditor of State

January 13, 2000

**MEDINA COUNTY DEMOCRATIC PARTY
MEDINA COUNTY
POLITICAL PARTY FUNDS FINANCE REPORT
FOR THE YEAR ENDED DECEMBER 31, 1999 (UNAUDITED)**

BEGINNING BALANCE, JANUARY 1, 1999		\$760.03
RECEIPTS:		
STATE DISTRIBUTION		<u>1,677.31</u>
DISBURSEMENTS:		
TELEPHONE	524.63	
RENT	540.00	
POSTAGE	343.00	
OFFICE SUPPLIES	10.11	
COPIER REPAIR	79.13	
FAIR PASSES FOR VOLUNTEERS	54.00	
OHIO DEMOCRATIC PARTY CONTRIB.	<u>500.00</u>	
TOTAL DISBURSEMENTS		<u>2,050.87</u>
ENDING BALANCE, DECEMBER 31, 1999		<u>\$386.47</u>

See Report of Independent Accountants



STATE OF OHIO
OFFICE OF THE AUDITOR

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DEMOCRATIC PARTY

MEDINA 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 2, 2000**