



Dave Yost • Auditor of State





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

Secretary of State of Ohio  
Republican Executive Committee  
Wayne County  
1429 Moore Road  
Wooster, Ohio 44691

We have performed the procedures enumerated below, to which the Republican Executive Committee (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, 2012. 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 inquired 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. They informed us they did use this fund for all such gifts.
2. We footed the online *Contributions Received 2012 Semiannual Wayne County Republican Party Restricted Fund* Ohio Rev. Code Section 3517.17 requires (obtained from the Secretary of State's website), filed for 2012. We noted no computational errors.
3. We compared bank deposits reflected in 2012 restricted fund bank statements to total deposits recorded in the online *Contributions Received 2012 Semiannual Wayne County Republican Party Restricted Fund* filed for 2012. The bank deposit amounts agreed to the deposits recorded online.
4. We scanned the Committee's 2012 bank statements and noted they reflected four quarterly payments received from the State Tax Commissioner pursuant to Ohio Rev. Code 3517.17(A). The online *Contributions Received 2012 Semiannual Wayne County Republican Party Restricted Fund* reported the sum of these four payments without exception.
5. We scanned other recorded 2012 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. We found no evidence that any corporation or labor organization exceeded this limit.
6. Ohio Rev. Code 3517.1012 requires the Party to file forms electronically with the Secretary of State when the Committee receives gifts from corporations or labor organizations. We viewed the online *Contributions Received 2012 Semiannual Wayne County Republican Party Restricted Fund* submitted for 2012 on the Secretary of State's website.

### **Cash Reconciliation**

1. We recomputed the mathematical accuracy of the December 31, 2012 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.
2. We agreed the bank balance on the reconciliation to the bank statement balance as of December 31, 2012. The balances agreed.
3. We agreed all reconciling items appearing on the reconciliation to canceled checks, deposit slips or to clearing entry on subsequent month's bank statement. We determined that the dates and amounts on those documents support that those items were proper reconciling items and were recorded in the proper amount on the reconciliation as of December 31, 2012.

### **Cash Disbursements**

1. We footed the online *Expenditure 2012 Semiannual Wayne County Republican Party Restricted Fund* Ohio Rev. Code Section 3517.17 requires (obtained from the Secretary of State's website), filed for 2012. We noted no computational errors.
2. Per Ohio Rev. Code 3517.13(X)(1), we scanned the online *Expenditure 2012 Semiannual Wayne County Republican Party Restricted Fund* filed for 2012 and inquired 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 compared the amounts on checks or other disbursements reflected in 2012 restricted fund bank statements to disbursement amounts reported on the online *Expenditure 2012 Semiannual Wayne County Republican Party Restricted Fund* filed for 2012. We found no discrepancies.
4. We haphazardly selected 10 disbursements from the online *Expenditure 2012 Semiannual Wayne County Republican Party Restricted Fund* filed for 2012. We traced the payee and amount to payee invoices and to the payee's name on canceled checks. The payees and amounts recorded on the online *Expenditure 2012 Semiannual Wayne County Republican Party Restricted Fund* agreed to the payees and amounts on the canceled checks and invoices.
5. We scanned the payee for each 2012 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 compared the signature on 2012 checks to the list dated November 2006 of authorized signatories the Committee provided to us. The signatory on all checks we selected was an approved signatory. We compared the endorsement to the payee listed on the check without exception.
7. We scanned each 2012 restricted fund disbursement recorded on the online *Expenditure 2012 Semiannual Wayne County Republican Party Restricted Fund* filed 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.

8. We compared the purpose of the disbursements we selected in step 4 above listed on the online *Expenditure 2012 Semiannual Wayne County Republican Party Restricted Fund* to the purpose listed on the vendor invoice and to the purposes Ohio Rev. Code Section 3517.18 permits. We found no instances where the purpose described on the invoice violated the restrictions of Ohio Rev. Code Section 3517.18.
9. Ohio Rev. Code 3517.1012 requires the Party to file forms electronically with the Secretary of State when the Committee receives gifts from corporations or labor organizations. We viewed the online *Expenditure 2012 Semiannual Wayne County Republican Party Restricted Fund* submitted for 2012 on the Secretary of State's website.

We were not engaged to, and did not examine each *Contributions Received 2012 Semiannual Wayne County Republican Party Restricted Fund* and *Expenditure 2012 Semiannual Wayne County Republican Party Restricted Fund* filed for 2012, 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 Executive Committee and is not intended to be and should not be used by anyone else.



**Dave Yost**  
Auditor of State

April 24, 2013

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**WAYNE REPUBLICAN PARTY**

**WAYNE 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 16, 2013**