



**DEMOCRATIC POLITICAL PARTY
AUGLAIZE COUNTY**

AGREED UPON PROCEDURES

FOR THE YEAR ENDED DECEMBER 31, 2001



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO



STATE OF OHIO
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REPORT OF INDEPENDENT ACCOUNTANTS ON APPLYING AGREED-UPON PROCEDURES

Democratic Executive Committee
Auglaize County
394 East Fourth Street
Minster, Ohio 45865

We have performed the procedures enumerated below, which were agreed to by the Auglaize County Democratic 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 Public Fund receipts with the State of Ohio and agreed them to amounts shown on the Political Party Public Funds Report.

Cash Reconciliation

1. We compared the sum of the cash balances recorded on the Committee's Political Party Public Funds Report with the cash balances reconciled for the Democratic Party as of December 31, 2001. The sums agreed.
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.
4. We agreed reconciling items appearing on that reconciliation to canceled checks, deposit slips, or other documentation. We determined the dates on those documents support that those items were proper reconciling items at December 31, 2001.

Cash Disbursements (Non Payroll)

1. We footed the cash disbursement listing in the Political Party Public Funds report and agreed it the total the disbursements shown on the report and the disbursements per the bank.
2. For all disbursement transactions we 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 cash disbursement listing in the Political Party Public Funds report agreed to the payees and amounts on the cancelled checks.
3. We compared the signature on the check to the 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.

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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 fund 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

March 25, 2002

**DEMOCRATIC POLITICAL PARTY
AUGLAIZE COUNTY**

**POLITICAL PARTY PUBLIC FUNDS REPORT
FOR THE YEAR ENDED DECEMBER 31, 2001 (UNAUDITED)**

BEGINNING BALANCE, JANUARY 1, 2001		\$1,013
RECEIPTS:		
STATE DISTRIBUTION	268	
OTHER	<u>9</u>	
TOTAL RECEIPTS		<u>277</u>
DISBURSEMENTS:		
OTHER		<u>(344)</u>
ENDING BALANCE, DECEMBER 31, 2001		\$ <u>946</u>

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



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OFFICE OF THE AUDITOR

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AUGLAIZE COUNTY DEMOCRATIC PARTY

AUGLAIZE 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 16, 2002**