



**DEMOCRATIC POLITICAL PARTY
CRAWFORD COUNTY**

AGREED UPON PROCEDURES

FOR THE YEAR ENDED DECEMBER 31, 2001



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

DEMOCRATIC POLITICAL PARTY
CRAWFORD COUNTY

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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

Democratic Executive Committee
Ray Hartman, Treasurer
2489 Main Street
P.O. Box 143
North Robinson, Ohio 44856

We have performed the procedures enumerated below, which were agreed to by the Democratic 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 Ohio Campaign Finance Report with the cash balances reconciled by the treasurer 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 the bank balance on the reconciliation with the month end bank statement. The balances agreed.

Cash Disbursements

1. We footed the cash disbursement listing and compared the listing total to the disbursement total on the Ohio Campaign Finance Report. The amounts agreed.
2. For the disbursement transaction, we traced the payee and amount to the canceled check and the invoice. The payee and amount recorded in the cash disbursement journal agreed to the payee and amount on the canceled check.
3. We compared the signature on the check to the authorized signature the Committee provided to us. We compared the endorsement to the payee listed on the check. The signature on the check was an approved signatory.
4. We compared the purpose for the disbursement with the allowable uses described in Section 3517.17 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 as Exhibit 1. 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 Democratic Executive Committee and is not intended to be and should not be used by anyone else.

JIM PETRO
Auditor of State

February 26, 2002

EXHIBIT 1

DEMOCRATIC POLITICAL PARTY
CRAWFORD COUNTY

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

BEGINNING BALANCE, JANUARY 1, 2001		\$176.69
RECEIPTS:		
STATE DISTRIBUTION	325.97	
TOTAL RECEIPTS		<u>325.97</u>
DISBURSEMENTS:		
SUPPLIES	79.36	
TOTAL DISBURSEMENTS		<u>79.36</u>
ENDING BALANCE, DECEMBER 31, 2001		<u>\$423.30</u>

(See Report of Independent Accountants)



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

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DEMOCRATIC PARTY

CRAWFORD 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 26, 2002**