

Form For Budget, Cumulative Quarterly Report and Annual Settlement For Calendar Year 2025

AMENDED _____ OHIO County Clerk

Part One - Summary and Reconciliation of All Accounts

Columns 1	Columns 2	Columns 3	Columns 4	Columns 5
Show & Describe All Accounts	2025 Fee Account Cumulative Actual	Account (NOT FEE ACCOUNT)	Account (NOT FEE ACCOUNT)	Account (NOT FEE ACCOUNT)
Budget Estimate				
1. Receipts YTD	\$6,874,116.90			
2. Total Disbursements YTD	\$6,874,116.90			
3. Book Balance/Excess Fees				
4. Bank Statement Balance				
5. Plus Deposits in Transit				
6. Less Outstanding Checks				
7. Other				
8. Reconciled Bank Balance				
9. Accounts Receivable as of 12/31				
10. Unpaid Obligations as of 12/31				
11. Excess Fees				

Instructions: This form is the required format for the budget and the quarterly report. **BUSIED:** After completing the budget estimate columns of Parts One, Two and Three, submit to the fiscal court for approval by January 15th and following approval submit to the state local finance officer. **QUARTERLY REPORT:** This quarterly report is cumulative. Show the status of all funds in the official charge during calendar year to date in Part One. Line 1. Show total receipts in a cash book for the year to date including any beginning balances for all accounts. Show current year fee account in COLUMN 2 as calculated in Part Three of report. Line 2. Show total disbursements for the year to date for all accounts. Show current year fee account in COLUMN 3 as calculated in Part Three of report. Line 3. Show difference between lines 1 and 2 for all accounts. Line 4. Show bank statement balances at close of quarter. Line 5. Show total amount of checks issued from the close of quarter that are not reflected in bank statement(s). Line 6. Show total amount of checks issued from the close of quarter that are not reflected in bank statement(s). Line 7. Show (reconciliation) in Part Three of report. Line 8. Show the reconciled bank balance at close of quarter that are not reflected in bank statement(s). Line 9. Complete for quarter ending 12/31. Show calculation in Part Three of report. Line 10. Complete for quarter ending 12/31. Show calculation in Part Three of report. Line 11. Complete for each quarter ending 12/31. Show line 8 adjusted fee lines 9 and 10. All items to be shown in Part four. Report due to: State Local Finance Officer, 10204 Capital Center Drive, Suite 340, Franklin, KY 40661-8204 by the 30th day following the close of each quarter. Fax # 502-373-3712 / Tlx # 502-573-3710.

Approved by the fiscal court on the _____ day of _____, 200____. To the best of my knowledge the information reported herein for the budget/quarter ended _____ is accurate and complete.

County Judge/Executive _____ Date _____
 Signature of County Clerk Geos J. Heph Date 11/13/25

OF 1142,001 Rev. 11/07/20

Part Two Receipts	Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	Accounts Receivable 12/31	Settlement Total
1. Federal Grants/Reimbursements								
2. State Grants								
3. State Fees For Services								
4. Tax Bill Prep	\$6,000.00							
5. Registration of Voters	\$8,000.00							
6. Licenses and Taxes								
7. Motor Vehicle:								
8. Licenses and Transfers	\$947,000.00							
9. Usage Tax	\$2,310,000.00							
10. Tangible Personal Property Tax	\$2,684,603.00							
11. Notary Fees								
12.								
13. Licenses: alcohol								
14. County Stickers	\$243,000.00							
15. Marriage	\$7,500.00							
16. Affordable Housing Trust Fund	\$26,240.00							
17.								
18.								
19.								
20. Deed Transfer Tax	\$115,000.00							
21. Delinquent Taxes	\$275,000.00							
22. Fees Collected for Services								
23. Recordings								
24. Deeds, Easements, and Contracts	\$41,500.00							
25. Real Estate Mortgages	\$67,980.00							
26. Chattel Mortgages & Financing \$	\$87,786.90							
27. Powers of Attorney	\$5,465.00							
28. All Other Recordings								
29. Charges for Other Services:								
30. Copywork	\$4,200.00							
31. Postage	\$5,642.00							
Part Two (continued) Receipts	Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	Accounts Receivable 12/31	Settlement Total
32. Other: (describe)								
33. Candidate Filing Fee								
34. Storage Fees	\$39,000.00							
35. Interest Earned								
36.								
37. Total Revenues	\$6,874,116.90							
38. Petty Cash								
39. Borrowed Money								
40. Total Receipts	\$6,874,116.90							

County Clerk's Budget and Report

BF112482 Rev. 11/0/20

Copy the figures shown on line 40 in the Budget Estimate column in the Summary on page 3, column 1, line 1. Copy the figures shown on line 40 in the Total YTD column to page 1, column 2, line 1. Copy the figures shown on line 39 in the Available column for 12/31 report only to page 1, line 3.

Part Three Disbursements Required Payments		Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	12/31 Unpaid Obligations	Settlement Total
1.	Payments to State (describe)								
2.	Motor Vehicle								
3.	Licenses & Transfers	\$695,044.94							
4.	Usage Tax	\$2,219,052.46							
5.	Tangible Personal Prop Tax	\$1,021,200.93							
6.	Licenses (describe)								
7.									
8.	Marriage Licenses								
9.	Affordable Housing Trust Fund	\$21,930.00							
10.	Delinquent Tax	\$20,312.97							
11.	Legal Process Tax	\$21,912.20							
12.									
13.	Payments to Fiscal Court (describe)								
14.	Tangible Personal Property Tax	\$130,569.48							
15.	Delinquent Tax	\$14,427.81							
16.	Deed Transfer Tax	\$98,998.99							
17.	Storage fees	\$58,960.00							
18.	County Sickers	\$227,477.48							
Part Three (continued) Disbursements		Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	12/31 Unpaid Obligations	Settlement Total
19.									
20.									
21.	Payments to Other Districts (describe)								
22.	Tangible Personal Property Tax	\$1,407,132.92							
23.	Delinquent Tax	\$138,535.62							
24.									
25.	Payments to Sheriff	\$19,090.64							
26.									
27.	Payments to County Attorney	\$33,296.83							
28.	Total Required Payments	\$6,107,943.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Official Expenses									
29.	Personal Services								
30.	County Clerk's Gross Salary								
31.	County Clerk's Expense Allowance								
32.	Deputies Gross Salaries								
33.	Part Time Gross Salaries								

County Clerk's Budget and Report

