



Commonwealth of Virginia

Auditor of Public Accounts

Walter J. Kucharski
Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

December 28, 2010

Jonathan Elder Green
Chief Magistrate
County of Mecklenburg
P.O. Box 8113
Clarksville, VA 23927

Audit Period: July 1, 2010 through June 30, 2011
Court System: County of Mecklenburg
Judicial District: Tenth
Magisterial Region: Three

We are performing a statewide audit of the Magistrates. During our review, we conducted certain audit procedures, as we deemed appropriate.

Management is an important part of the Magistrates' accountability, since you are responsible for establishing and maintaining internal controls and complying with applicable laws and regulations. During our review, we noted certain matters that required management's attention and corrective action. These matters included:

Properly Maintain Void Receipts

Magistrate Rosch did not properly maintain voided receipts as required by the Magistrate Manual. He failed to maintain the original voided receipt copies in two of six receipts tested. We recommend the Magistrate maintain all copies of voided receipts in accordance with the Magistrate Manual.

We acknowledge the cooperation extended to us by the Magistrate(s) during this engagement.

AUDITOR OF PUBLIC ACCOUNTS

WJK:alh

cc: William Oakes, Magistrate Supervising Authority
Bobby Lewis, Magistrate System Coordinator
Supreme Court of Virginia
Paul F. DeLosh, Director of Judicial Services
Supreme Court of Virginia