



Commonwealth of Virginia

Walter J. Kucharski, Auditor

**Auditor of Public Accounts
P.O. Box 1295
Richmond, Virginia 23218**

July 7, 2008

The Honorable Norman DeV Morrison
Chief Judge
County of Warren General District Court
P. O. Box 612
Berryville, VA 22611

The Honorable John R. Prosser
Magistrate Supervising Authority
Twenty-Sixth Judicial District
5 North Kent Street
Winchester, VA 22601

Audit Period: October 1, 2006 through March 31, 2008
Court System: County of Warren
Judicial District: Twenty-Sixth

We have audited the cash receipts and disbursements of the Clerk of the General District Court and the associated magistrates for this locality. Our primary objectives for both the Court and the Magistrates were to test the accuracy of financial transactions recorded on the applicable financial management system; evaluate internal controls; and test its compliance with significant state laws, regulations, and policies.

Management's Responsibility

Court management has responsibility for establishing and maintaining internal controls and complying with applicable laws and regulations. Internal control is a process designed to provide reasonable, but not absolute, assurance regarding the reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations. Deficiencies in internal controls could possibly lead to the loss of revenues or assets, or otherwise compromise fiscal accountability.

Financial Matters

We noted no instances of improper recording and reporting of financial transactions in the Court's financial management system.

Internal Controls

We noted no matters involving internal control and its operation necessary to bring to management's attention.

Compliance

The results of our tests of compliance with applicable laws and regulations disclosed no instances of noncompliance that are required to be reported.

We acknowledge the cooperation extended to us by the Court and the Magistrates during this engagement.

AUDITOR OF PUBLIC ACCOUNTS

WJK:kmk

cc: The Honorable W. Dale Houff, Judge
Pamela S. Kidwell, Clerk
Monica L. Martin, Chief Magistrate
Paul F. DeLosh, Director of Judicial Services
Supreme Court of Virginia

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Clerk of the Court
County of Warren
One East Main Street
Front Royal, VA 22630

Monica L. Martin, Chief Magistrate
Twenty-Sixth Judicial District
53 Court Square, Suite 180
Harrisonburg, VA 22801

The Honorable W. Dale Houff, Judge
County of Warren General District Court
One East Main Street
Front Royal, VA 22630

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1 Report File
1 Working Papers