



# Payroll Certification and Authorization

Agency Code		Department - Payroll No.	Agency Name
Pay Period Ending		Voucher No.	Agency Address
House Bill	Fiscal Year	Completion Date	

To the Director of Administrative Services

In accordance with section 125.21 of the Revised Code I certify that persons in the payroll file have performed services for the periods of time specified and that exceptions to normal working schedule, including time spent on vacation or loss due to sickness or other reasons, have been accurately indicated.

Appointing Authority	Title
----------------------	-------

To the Director of Office of Budget and Management

In accordance with Section 9.41 of the Revised Code I certify that the persons in classified service named in the payroll file have been appointed in pursuance to the civil service laws of Ohio and are appearing in the proper classification, grade, and rate as shown by the records of this office.

In accordance with Section 125.21 of the Revised Code I further certify that calculations of gross payroll and other amounts appearing in the payroll file have been made in accordance with time certified by the appointing authority and rates of pay determined by pertinent law, the Department of Administrative Services or other competent authority.

Director of Administrative Services

To the Auditor of State

In accordance with Section 126.07 of the Revised Code I certify that there are balances in the appropriations indicated therein, not otherwise obligated, sufficient to meet the total gross payroll chargeable to each such appropriation.

Director of Budget and Management