

# Sworn Financial Statements and Certification of Revenues \$75,000 or Less

Entity Name: Douglas Manship Sr. Theater Complex Holding, Inc.

Address: 100 Lafayette Street, Baton Rouge, LA 70801

Telephone: 225-344-0334


Email: mcouvillon@manshiptheatre.org

*This annual sworn financial statement is required to be filed with the Legislative Auditor within 90 days of the end of the entity's fiscal year by sending a pdf copy by email to [ereports@lla.la.gov](mailto:ereports@lla.la.gov), faxing to 225-339-3986, or mailing to Louisiana Legislative Auditor – Local Government Services, P.O. Box 94397, Baton Rouge, LA 70804-9397.*

## AFFIDAVIT

Personally came and appeared before the undersigned authority, Melanie Couvillon, Executive Director, who, duly sworn, deposes and says that the financial statements herewith given present fairly, in all material respects, the financial position of Douglas Manship Sr. Theater Complex Holding, Inc. as of June 30, 2023 and the results of operations for the year then ended, in accordance with the basis of accounting described within the accompanying financial statements; that the entity has maintained a system of internal control structure sufficient to safeguard assets and comply with laws and regulations; and that the entity has complied with all laws and regulations.

Complete if Applicable: In addition, Melanie Couvillon, Executive Director, who duly sworn, deposes, and says that Douglas Manship Sr. Theater Complex Holding, Inc. received \$75,000 or less in revenues and other sources for the year ended June 30, 2023, and accordingly, is not required to have an audit for the previously mentioned fiscal year.



OFFICER'S SIGNATURE

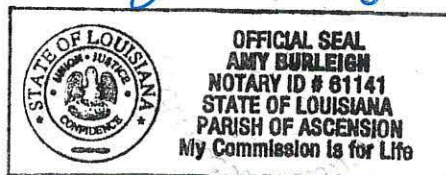
Executive Director

OFFICER'S TITLE

Sworn to and subscribed before me, this 18<sup>th</sup> day of October, 20 23



NOTARY PUBLIC SIGNATURE & SEAL



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## Statement of Receipts and Disbursements

## Statement A

	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>
<b>RECEIPTS (Provide Brief Description):</b>			
1.State of LA (Office of Cultural Development)	\$500		\$500
2.Louisiana Division of Arts LPG Regrant	\$10,050		\$10,050
3.Louisiana Division of Arts	\$14,025		\$14,025
4.Louisiana Department of Business Development	\$1,000		\$1,000
5.			
<b>6. Total receipts</b> (add lines 1 - 5)	<u>\$ 25,575</u>	<u>\$</u>	<u>\$ 25,575</u>
<b>DISBURSEMENTS (Provide Brief Description):</b>			
7.Artist Fees	\$25,575	\$	\$ 25,575
8.			
9.			
10.			
11.			
12.			
<b>13. Total Disbursements</b> (add lines 7 - 12)	<u>\$25,575</u>	<u>\$</u>	<u>\$ 25,575</u>
14. Change in fund balance ( Lines 6 minus 13)	\$ 0	\$	\$ 0
15. Fund Balance at beginning of year	\$ 0	\$	\$ 0
16. Fund balance (deficit) at end of year (Add lines 14-15) --This amount also goes on line 12, Statement B	\$ 0	\$	\$ 0

**Identify the Basis of Accounting, if not using Cash-Basis:** \_\_\_\_\_

**NOTE: If the entity receives any funds from pre- or post-adjudication court costs, fines, and/or fees, the entity must use one or more of the following categories in the receipts description fields: Civil Fees; Bond Fees; Asset Forfeiture/Sale; Pre-Trial Diversion Program; Criminal Court Costs/Fees; Criminal Contempt Fines; Other Criminal Fines; Restitution; and Probation/Parole/Supervision Fees.**

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## Balance Sheet

## Statement B

	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>
<b>ASSETS</b> (balances at year-end)			
1. Cash and cash equivalents	\$0	\$	\$0
2. Investments (fair value)			
3. Office furnishings (Cost of desks, etc)			
4. Equipment (Cost of fax machine, etc)			
5. Other (brief description)			
6. <b>Total Assets</b> (add lines 1 - 5)	<u>\$0</u>	<u>\$</u>	<u>\$0</u>
<b>LIABILITIES AND FUND BALANCE</b> (at year-end):			
7. Liabilities (brief description):	\$0	\$	\$0
8.			
9.			
10.			
11. <b>Total Liabilities</b> (add lines 7 - 10)			
12. Fund balance (amount from Line 16 on Statement A)			
13. Other			
14. <b>Total Liabilities and Fund Balance</b> (add lines 11 - 13)	<u>\$0</u>	<u>\$</u>	<u>\$0</u>

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## Statement C

### Schedule of Compensation, Benefits and Other Payments to Entity Head

Agency Head Name and Title: Melanie Couvillon, Executive Director

Purpose	Dollar Amount
1. Salary	1.
2. Benefits-insurance	2.
3. Benefits-retirement	3.
4. Benefits-other (describe)	4.
5. Benefits-other (describe)	5.
6. Benefits-other (describe)	6.
7. Car allowance	7.
8. Vehicle provided by government (if reported on your W-2)	8.
9. Per diem	9.
10. Reimbursements	10.
11. Travel	11.
12. Registration fees	12.
13. Conference travel	13.
14. Housing	14.
15. Unvouchered expenses (example: travel advances, etc.)	15.
16. Special meals	16.
17. Other	17.
18. TOTAL (enter total of line 1-17)	18.

Please check here if the Agency Head does not receive any compensation, benefits, and other payments. (Act 462 of the 2015 Legislative Session allows nongovernmental entities or not-for-profit (quasi-public) entities to report on the Act 706 schedule **only** those payments to the agency head that are derived from the public funds.)