

(Circle One) Constable/Justice of The Peace
Of Ward/District St. John the Baptist, District 3
Reserve, Louisiana

Financial Statements
As of and for the Year Ended December 31, 2003

Required by Louisiana Revised Statutes 24:513 and 24:514 to
Be filed with the Legislative Auditor
Within 90 days after the close of the fiscal year.

AFFIDAVIT

Personally came and appeared before the undersigned authority, (Circle One) Constable or
Justice of the Peace (your name) Diane C. Jacob, who, duly sworn, deposes and
says that the financial statements herewith given present fairly the financial position of the Court
of St. John the Baptist Parish, Louisiana, as of December 31, 2003, and the results of
operations for the year then ended, on the cash basis of accounting.

In addition, (your name) Diane C. Jacob, who duly sworn, deposes, and says
that the (Circle One) Constable/Justice of the Peace of Ward/District 3 and
St. John the Baptist Parish received \$200,000 or less in revenues and other sources for the
year ended December 31, 2003, and accordingly, is not required to have an audit or a
compilation and attestation for the previously mentioned fiscal year.

Diane C. Jacob
Signature

Sworn to and subscribed before me, this 18th day of March, 2004.

Karen G. Bailey
NOTARY PUBLIC

Please Complete this Section:

Constable/Justice Name Diane C. Jacob
Street or P.O. Box 143 East 25th Street
City Reserve
Zip Code 70084
Telephone Number (985) 536-6900 or (985) 536-3428
FAX Number (985) 536-2127
Email dianej@rtconline.com

Under provisions of state law, this report is a public document. A copy of the report has been furnished to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Statement B

(Your Name) Diane C. Jacob
 (Circle One) Constable/Justice of the Peace
 of Ward/District 3 St. John the Baptist
Reserve, Louisiana

Statement of Cash Receipts and Disbursements
 For the Year Ended December 31, 2003

	General Fund	Garnishment Fund
<u>CASH RECEIPTS:</u>		
* State salary supplement received	\$ 900.00	
* Parish salary received	3801.00	
Garnishments collected	_____	
Total Fees collected	1015.00	
Total cash receipts	A \$ 5716.00	
<u>OFFICE DISBURSEMENTS:</u>		
Fees paid to constable (may apply to Justice of Peace)	\$ 490.00	
Other operating services (cost of fax line, etc)	664.48	
Materials and supplies (stationery, postage, etc)	65.52	
Travel and other charges	_____	
Constable/Justice of the peace	N/A	
Others	N/A	
Capital outlay (cost of purchases of equipment, etc)	_____	
Garnishments paid to others	_____	
Total office disbursements	B \$ 1220.00	
Available for salaries (A less B)	\$ 4496.00	
Salary and related benefits:		
Amount retained by justice of the peace or constable	\$ 4496.00	
Amount paid to other employees, if applicable	_____	
Total salaries paid	C 4496.00	
Increase or (decrease) in fund balance (A less B less C)	D .00	
Fund Balance at the beginning of the year	E _____	
Fund balance (deficit) at end of the year (D plus E)	F .00	

* Required Information, please provide the total annual amount

E This is the amount of the fund balance at the end of the prior year