

ALLEN Parish Constable  
Ward/District 2  
ALLEN PARISH (City, Parish) Louisiana

TRANSMITTAL LETTER

ANNUAL FINANCIAL STATEMENTS

(Date) 3-10-2020

Ms. Suzanne Elliott  
Engagement Manager  
Office of Legislative Auditor  
1600 North Third Street (70802)  
P.O. Box 94397  
Baton Rouge, LA 70804-9397

Dear Ms. Elliott:

In accordance with Louisiana Revised Statute 24:513, enclosed are my notarized affidavit, and financial statements as of and for the year ended December 31, 2020, or for the partial year beginning on N/A and ending on N/A. The financial statements include all funds under the control and oversight of the court and have been prepared on the cash basis of accounting.

Sincerely,

Nannie Shuff  
Constable

Enclosures

PLEASE RETAIN A COPY OF THE COMPLETED FINANCIAL STATEMENT FOR YOUR RECORDS

Please return the completed form by March 31 to Office of Legislative Auditor – Local Government Services, Post Office Box 94397, Baton Rouge, LA 70804-9397

ALLEN Parish Constable  
of Ward/District 2  
ALLEN PARISH (City) Louisiana

Financial Statements  
As of and for the Year December 31, 2019

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, Constable (your name) Donnie Shuff, who, duly sworn, deposes and says that the financial statements herewith given present fairly the financial position of the Court of ALLEN Parish, Louisiana, as of December 31, 2019, and the results of operations for the year then ended, on the cash basis of accounting.

In addition, (your name) Donnie Shuff, who duly sworn, deposes, and says that the Constable of Ward/District 2 and ALLEN Parish received \$200,000 or less in revenues and other sources for the year ended December 31, 2019, and accordingly, is required to provide a sworn financial statement and affidavit and is not required to provide for an audit, review/attestation, or compilation report for the previously mentioned fiscal year.

Donnie Shuff  
Signature of Constable

Sworn to and subscribed before me, this 17<sup>th</sup> day of March, 2020.

Marcia Young  
NOTARY PUBLIC Signature



MARCIA YOUNG  
NOTARY PUBLIC - STATE OF LOUISIANA  
NOTARY ID #2662  
My Commission Expires with Death

Please Complete this Section:  
Constable's Name Donnie Shuff  
Street/P.O.Box Address 388 Ray Shuff Road  
City/Zip Code Elton LA. 70532  
Telephone Number 337-485-5583  
Fax Number \_\_\_\_\_  
Email Address \_\_\_\_\_

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Government Services, Post Office Box 94397, Baton Rouge, LA 70804-9397

Donnie Shuff (Constable Name)  
Allen Parish Constable  
 of Ward / District 2  
Allen Parish (City) Louisiana

Statement of Cash Receipts and Disbursements  
 For the Year Ended December 31, 2019

	General Fund	Garnishment Fund Activity
<b>CASH RECEIPTS:</b>		
1. State & Parish salary (required, from W-2 Form)	<u>1. 3900.00</u>	
2. Fees collected (As constable, if any were collected)	<u>2. 2660.00</u>	
3. Garnishments collected (If applicable)		<u>3. 0</u>
4. Other _____	<u>4. 0</u>	
5. Total cash receipts. Add lines 1 through 4	<u>5. 6560.00</u>	
<b>CASH DISBURSEMENTS:</b>		
6. Cost of equipment purchased (fax machine, etc.)	<u>6. 725.00</u>	
7. Materials and supplies (stationery, postage, etc.)	<u>7. 1300.00</u>	
8. Travel and other charges	<u>300.00</u>	
8a. For yourself	<u>8a. 200.00</u>	
8b. For employees (If applicable)	<u>8b. 0</u>	
9. Other operating expenses (rent, utilities, phone/fax line, etc.)	<u>9. 100.00</u>	
10. Garnishments paid to others [From total collections on Line 3]		<u>10. 0</u>
11. Total disbursements (add lines 6-10)	<u>11. 2625.00</u>	
12. Balance Available (loss) for payment of salaries (General Fund: Line 5 less Line 11; Garnishment Fund Activity: Line 3 less Line 10)	<u>12. 3945.00</u>	<u>12. 0</u>
Salary and related benefits:		
13. Amount retained by yourself from line 12 as salary	<u>13. 3945.00</u>	<u>13. 0</u>
14. Amount paid to employees (if applicable)	<u>14. 0</u>	<u>14. 0</u>
15. Total salaries paid (add lines 13 and 14)	<u>15. 3945.00</u>	<u>15. 0</u>
<b>FUND BALANCE</b>		
16. Increase (decrease) in fund balance, may be \$0 (line 12 less line 15)	<u>16. 0</u>	<u>16. 0</u>
17. Fund Balance at beginning of the year, may be \$0 (Ending Fund balance from last year's report)	<u>17. 0</u>	<u>17. 0</u>
18. Fund balance (deficit) at end of the year, may be \$0 (Add lines 16 and 17)	<u>18. 0</u>	<u>18. 0</u>

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Donnie Shuff (Constable Name)  
Allen Parish Constable  
 of Ward/District 2  
Allen Parish (City) Louisiana  
 Balance Sheet, on December 31, 2019

	General Fund	Garnishment Fund (if applicable)	Total
<b>ASSETS:</b>			
1. Cash	1.		1.
2. Investments	2.		2.
3. Office furnishings (Cost of desks, etc.)	3.		3.
4. Equipment (Cost of fax machine, etc.)	4.		4.
5. Total Assets (add lines 1 - 4)	5.	5.	5.
<b>LIABILITIES AND FUND BALANCE:</b>			
Liabilities:			
6. Cash overdraft	6.		6.
7. Garnishments due to others		7.	7.
8. Other liabilities	8. <i>N/A</i>		8.
9. Total Liabilities (add lines 6 - 8)	9.	9.	9.
Fund Balances:			
10. Ending Fund balance (from line 18, Statement A)	10.	10.	10.
11. Other -	11.		11.
12. Total Liabilities and Fund Balance (add lines 9 - 11)	12.	12.	12.

Note: Line 5 (Total Assets) should equal Line 12 (Total Liabilities and Fund Balance)

DONNIE SHUFF (Constable Name)

Parish Constable

of Ward/District 2

ALLEN

(City) Louisiana

**Schedule of Compensation, Benefits and Other Payments to the Constable**

Purpose	Amount
Salary	39000.00
Benefits-insurance	N/A
Benefits-retirement	N/A
Benefits-other (describe)	N/A
Benefits-other (describe)	N/A
Benefits-other (describe)	N/A
Car allowance	N/A
Vehicle provided by government (enter amount reported on W-2)	N/A
Per diem	N/A
Reimbursements	N/A
Travel	N/A
Registration fees	\$ 175.00
Conference travel	180 miles
Housing	\$ 246.00
Unvouchered expenses (example: travel advances, etc.)	N/A
Special meals	N/A
Other	N/A