

2018

Caddo Parish Constable  
Ward or District 7  
Keithville, Caddo (City, Parish) Louisiana

TRANSMITTAL LETTER

ANNUAL FINANCIAL STATEMENTS


(Date) May 11, 2019

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

Dear Ms. Fransen:

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, 2018, or for the partial year beginning on \_\_\_\_\_ and ending on \_\_\_\_\_. 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,

  
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

Revised: 1/11/2017

Caddo Parish Constable  
of Ward or District 7  
Keithville (City) Louisiana

Financial Statements  
As of and for the Year December 31, 2018  
~~1200~~ 9-01

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) John McGrew, who, duly sworn, deposes and says that the financial statements herewith given present fairly the financial position of the Court of Caddo Parish, Louisiana, as of December 31, 2018, and the results of operations for the year then ended, on the cash basis of accounting.

In addition, (your name) John McGrew, who duly sworn, deposes, and says that the Constable of Ward or District 7 and Caddo Parish received \$200,000 or less in revenues and other sources for the year ended December 31, 2018, 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.

John McGrew  
Signature of Constable

Sworn to and subscribed before me, this 21 day of May, 2019

#### NOTARY PUBLIC SIGNATURE & SEAL

For Office Use Only:	Please Complete this Section:
Under provisions of state law, this report will become a public document on the Monday following the release date. A copy of the report will be submitted to appropriate public officials and be 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.	Constable's Name <u>John McGrew</u>
Release Date	Address <u>8917 Basson Rd</u>
	City, Zip Code <u>Keithville, La 71047</u>
	Ph: Cell / Land <u>318-925-9184</u>
	Fax Number
	Email Address

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Revised: 1/11/2017

John McGrew (Constable Name)  
Madison Parish Constable  
of Ward or District 7  
Kennerly (City) Louisiana

**Statement of Cash Receipts and Disbursements**  
**For the Year Ended December 31, 2018**

**CASH RECEIPTS:**

1. State & Parish salary (required, from W-2 Form)
2. Fees collected (if collected) (include litter court fees)
3. Garnishments collected (if applicable)
4. Other
5. Total cash receipts. Add lines 1 through 4

General Fund	Garnishment Fund Activity
1. <u>3600.00</u>	
2. <u>4700.00</u>	
3. _____	
4. _____	
5. <u>58,300.00</u>	

**CASH DISBURSEMENTS:**

6. Cost of equipment purchased (fax machine, etc.)
7. Materials and supplies (stationery, postage, etc.)
8. Travel and other charges
  - 8a. For yourself Fuel - Repairs Auto
  - 8b. For employees (if applicable)
9. Other operating expenses (rent, utilities, phone/fax line, etc.)
10. Garnishments paid to others [From total collections on Line 3]
11. Total disbursements (add lines 6-10)

6. <u>2893.00</u>	
7. <u>980.00</u>	
8a. <u>1900.00</u>	
8b. _____	
9. <u>4800.00</u>	
10. _____	
11. <u>10,573</u>	

12. Balance Available (loss) for payment of salaries  
(General Fund: Line 5 less Line 11; Garnishment Fund Activity: Line 3 less Line 10)

12. 2273.00

**Salary and related benefits:**

13. Amount retained by yourself from line 12 as salary
14. Amount paid to employees (if applicable)
15. Total salaries paid (add lines 13 and 14)

13. _____	13. _____
14. _____	14. _____
15. _____	15. _____

**FUND BALANCE**

16. Increase (decrease) in fund balance, may be \$0  
(line 12 less line 15)
17. Fund Balance at beginning of the year, may be \$0  
(Ending Fund balance from last year's report)
18. Fund balance (deficit) at end of the year, may be \$0  
(Add lines 16 and 17)

16. _____	16. _____
17. _____	17. _____
18. _____	18. _____

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Revised: 1/11/2017

John McGrew (Constable Name)  
Parish Parish Constable  
 of Ward or District 7  
Keithville (City) Louisiana  
 Balance Sheet, on December 31, 2018

**ASSETS:**

1. Cash
2. Investments
3. Office furnishings (Cost of desks, etc.)
4. Equipment (Cost of fax machine, etc.)

5. Total Assets (add lines 1 - 4)

**LIABILITIES AND FUND BALANCE:**

## Liabilities:

6. Cash overdraft
7. Garnishments due to others
8. Other liabilities
9. Total Liabilities (add lines 6 - 8)

## Fund Balances:

10. Ending Fund balance  
(from line 18, Statement A)
11. Other -
12. Total Liabilities and Fund Balance  
(add lines 9 - 11)

General Fund	Garnishment Fund (if applicable)	Total
1.		1.
2.		2. <u>1600.00</u>
3.		3. <u>1800.00</u>
4.		4. <u>2500.00</u>
5.	5.	5.
6.		6.
7.	7.	7.
8.		8.
9.	9.	9.
10.	10.	10.
11.		11.
12.	12.	12.

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

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