CHAPTER 5

ILLUSTRATED FORMS

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CITY/TOWN COURT CASH BOOK

Prescribed	by State	Board of	Accounts	3																							RE	CEIP	TS																	
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CITY/TOWN FORM 213CT (REV. 2012)

CITY/TOWN COURT OF _____

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Form Prescribed by State Board of Accounts City/Town Form 213A (1992)

CITY/TOWN COURT OF ______ DETAILED LEDGER OF LOCAL USER FEES

	Da Mo.	ate Day	Receipt Number	Fee Book No. Page	Cause Number	From Whom Received		Total Rec	Cas	sh d		D	Pret liver Prog	sion	n		Drug	ohol Sei rogra	vice	l :S		L	aw E	nfo	rcen	nent	Co	ntin	uing	Ed	uca	ition	1		De	ferra	al m					
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orni Prescribed by Stat	e Board of Accounts		Form	No. 214CT (Rev. 201
CITY/TC	WN COURT RECE	IPT		COURT
Date	Kind Number Paç RECORD	e Cash	Check M.O. E.F.T. CC-BC Other PAYMENT TYPE AND AMOUNT	Case Number
Fror	n Whom Received		On What Account	\$ Total Received
0				
Court Costs: State Share			State User Fees:	
County Share			Alcohol and Drug Countermeasures	
County Share City/Town Share			Drug Abuse, Prosecution: Interdiction and Corrections	
State Fines			Safe Schools Fees	
Bond Forfeitures			Highway Worksite Zone Fees	
nfraction Judgments			Highway Worksite Zone Judgments	+
Child Restraint Systen	Fines		Domestic Violence Fees	+
Overweight Vehicle Fi			Automated Record Keeping Fees	
City/Town Fines	les		Auto. Record Keeping - Deferral/Diversion Fees	
Document Fees			Public Defense Administration Fees	
Facsimile Fees			Judicial Insurance Adjustment Fees	
Document Storage Fe	26		Pro Bono Legal Services Fees	
ate Payment Fees		+	Judicial Salaries Fees - State Share	
Credit Card Service Fo	200	+	Judicial Salaries Fees - City/Town Share	
Probation User Fees	,,,,		Court Administration Fees	
Probation Administrati	ve Fees		DNA Sample Processing Fees	
Clerk's Probation Adm			Civil Action Service Fees	
	on Administrative Fees		Garnishee Service Fees	
	Defender Services Fees		Cash Bonds	
ocal User Fees:			Bail Bond Administrative Fees / \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	
Pretrial Diversion P	rogram		Marijuana Eradication Fees	
Alcohol and Drug S			Jury Fees	
	Continuing Education		Special Death Benefit Res	
Deferral Program	3		Other Fees	
			Trust Funds	+

TOTAL (Judge)(Clerk) City/Town Court

	5 - 1
Form Prescribed by State Board of Accounts	City and Town Form No. 215CT (Rev. 2009)
PAY TO THE ORDER OF	No. 1001 DOLLARS
FOR	
FB.NO. PAGE	CAUSE NO.
	(Judge) (Clerk) City/Town Court
Form Prescribed by State Board of Accounts CITAT	City and Town Form No. 215CT (Rev. 2009)
PAY TO THE ORDER OF	No. 1002 \$ DOLLARS
FOR	
FB.NO. PAGE	CAUSE NO.
	(Judge) (Clerk) City/Town Court
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Form Prescribed by State Board of Accounts	City and Town Form No. 215CT (Rev. 2009)
CITY/T	OWN COURT
PAY TO THE ORDER OF	No. 1003 DOLLARS
FOR	

FB.NO. ______PAGE ______CAUSE NO. _____

(Judge) (Clerk) City/Town Court

REPORT TO COUNTY AUDITOR OF FINES AND FEES COLLECTED IN CITY/TOWN COURT

To the Auditor of		, Co	ounty, Indiana		
Ι,	, (Јі	udge) (Clerk) of			
City/Town Court, her payable to the count	, (Jureby certify that I have collected the following by:	amounts of fine	s and forfeiture	es	
For the m	nonth ending		,		
	Manatantian	Collections		Year to D	
Ctata Finas	Itemization	This Period	Collections	Collectio	ns
State Fines			+ +		
Bond Forfeitures					
Infraction Judgments					
Child Restraint Syste					
Overweight Vehicle			╫╁╲┦┼┼╊╱┦		
Marijuana Eradicatio	%) - County Drug Free Community Fund	1 (S/A		1	
Jury Fees	111 663				
Special Death Benef	fit Faas		+ +		
Opecial Death Bellet	111 663				
TOTAL AMOUNT C	OLLECTED				
Dated	······································				
	(Judge) (Clerk) Ci	ty/Town Court			
NOTE - Mail To:					
	Coun	ty Auditor			
	(Make check payable to	County Trea	asurer)		

TRANSMITTAL REPORT TO FISCAL OFFICER

	Date: _		
TO: Fiscal Officer of			
I hereby certify that the following fines, costs a	and fees represent t	he total collections d	ue on this date.
		Judge/Clerk of Cou	ırt
<u>ltems</u>	Collections This Period	Prior Collections	Year to Date Collections
Due Fiscal Officer			
Court Costs: County	\$	\$	
TOTALS	\$	\$	\$
	(Judge) (Clerk)	of	City/Town Court

CITY/TOWN COURT DAILY/MONTHLY BALANCE RECORD

Date of Balance	, 20	Daily	_ Monthly
Form Prescribed by State Board of Accounts		City Town Forr	n No. 219CT (Rev. 2012)

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	Payable to State:																				П	I		
	Court Costs - 55%																			Ш.	Ш	Щ		Ш.
	State User Fees - 25%																				Ш			سلا
	Safe Schools Fees																			Ш_	Ш	Щ		Ш.
	Highway Worksite Zone Fees																			Ш.	Ш	Щ		Ш.
	Highway Worksite Zone Judgments																			Ш.	Ш	Щ		Ш.
	Domestic Violence Fees								Ш											L	Ш	⊥	Ш	Ш
	Automated Record Keeping Fees			\perp					Ш								_			Щ.	Ш	4	Ш	Ш.
	Auto. Record Keeping - Deferral/Diversion Fees		Ц	\perp	┸				Ш								_			<u> </u>	Ш	_	Ш	Ш.
	Public Defense Administration Fees			\perp					Ш								_			Щ.	Ш	4	Ш	Ш.
	Judicial Insurance Adjustment Fees			\perp					Ш								4			Щ.	Ш	4	Ш	Ш.
	Pro Bono Legal Services Fees			1	1	<u> </u>		<u> </u>	Ш			Ш					4	1		<u> </u>	Ш	4	Ш	Д,
	Judicial Salaries Fees - State Share			1	1	<u> </u>		<u> </u>	Ш			Ш					4	1		<u> </u>	Ш	4	Ш	Д,
	Court Administration Fees			1	1	<u> </u>		<u> </u>	Ш			Ш					4	1		<u> </u>	Ш	4	Ш	Д,
	DNA Sample Processing Fees			1	1	<u> </u>		<u> </u>	Ш			Ш					4	1		<u> </u>	Ш	4	Ш	Д,
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Other Information

FEE BOOK

Date Filed Case No. Additional Information or Receipt (Plaintiffs) (Defendants) _____ vs ____ ____ User Fees __ Court Costs _____ Receipts No. ____ Misc. Fees _ Amount of Judgment ____ Date of Judgment _____ JD ____ Pg. No. ____ Other Information _____ Date Filed ____ Case No. Additional Information or Receipt (Plaintiffs) (Defendants) ____User Fees _____ vs ____ Court Costs _____ Receipts No. ____ Misc. Fees _ Amount of Judgment _____ Date of Judgment _____ JD ____ Pg. No. ____ _ Other Information Date Filed _____ Case No. ____ Additional Information or Receipt (Defendants) ______ vs _____ User Fees ____ (Plaintiffs) Court Costs _____ Receipts No. ____ Misc. Fees _ Amount of Judgment Date of Judgment JD Pg. No. Other Information _____ Date Filed Case No. Additional Information or Receipt (Defendants)

_____User Fees ______
Misc. Fees (Plaintiffs) _____ vs ____ Court Costs Receipts No. Misc. Fees Amount of Judgment _____ Date of Judgment _____ JD ____ Pg. No. ____ _ Other Information _____ Date Filed ____ Case No. _____ Additional Information or Receipt (Defendants) ____ vs ____ (Plaintiffs) User Fees Court Costs _____ Receipts No. ____ Misc. Fees __ Amount of Judgment ____ Date of Judgment _____ JD ____ Pg. No. ____ _

REGISTER OF TRUST FUNDS

		DATE F	RECEI	VED	RECEIPT NUMBER	505 11111011 550511 155	CAUSE NUMBER	RECC	ORD	AN	1001	NT 'ED	$\langle \rangle$	DATE	DISBU	RSED	CHECK NUMBER	Al	MOU BUR	JNT		
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CLERK'S REPORT TO AUDITOR OF ADDITIONAL JUDGMENTS FOR EXCISE TAX

TO THE AUDITOR OF COUNTY, INDIANA			
COLLECTIONS FOR MONTH	 ,		
		NO. OF CITATIONS	AMOUNT
LAW ENFORCEMENT AGENCY		ISSUED	COLLECTED
STATE POLICE			
COUNTY SHERIFF			
CITY OF POLICE			
CITY OF POLICE	@/		
TOWN MARSHAL - TOWN OF	\gtrsim)L		
TOTALS			\$
I SWEAR THAT THE ABOVE IS A TRUE AND CORRECT STATEMENT OF ALL COSTS AND FEES BELONGING TO THE ABOVE AGENCIES AND DEPARTMENTS COLLECTED BY ME FOR THE PERIOD SHOWN.			
STATE OF INDIANA	INDIANA COUNTY, SS		
IC 9-18-2-41 PROVIDES THAT THE CLERK OF THE COURT SHALL ON A CALENDAR YEAR BASIS TRANSFER ADDITIONAL JUDGMENTS COLLECTED UNDER IC 9-18-2-1 TO THE COUNTY AUDITOR WHO SHALL DISTRIBUTE THE FUNDS TO THE LAW ENFORCEMENT AGENCIES RESPONSIBLE FOR ISSUING CITATIONS. THE PERCENTAGE OF FUNDS DISTRIBUTED TO A LAW ENFORCEMENT AGENCY EQUALS THE TOTAL NUMBER OF CITATIONS ISSUED BY THE LAW ENFORCEMENT AGENCY. THE STATE BOARD OF ACCOUNTS RECOMMENDS MONTHLY FILING OF THIS FORM TO ELIMINATE THE NECESSITY OF CARRYING THESE ITEMS IN TRUST. COURT			
CLERK OF THE COURT			