

M E M O R A N D U M

TO: Peggy Gattenby

FROM: Jan Alan

SUBJECT: Reconciliation of Dispute Resolution Collections

DATE:

I have reconciled the deposits and collections to the Dispute Resolution Account for the month of \_\_\_\_\_, 19\_\_\_\_. I request that \$\_\_\_\_\_ be transferred from the clearing account to the revolving fund.

Thank you for your assistance.

cc: Howard Conyers

**DISPUTE RESOLUTION SYSTEM COLLECTIONS REPORT**

District Court of \_\_\_\_\_ County  
 Collections for the month of \_\_\_\_\_, 19\_\_\_\_\_\*

<u>Type of Case</u>	<u>Number of Cases**</u>	
Divorce	_____	
Probate	_____	
Guardianship	_____	
Small Claims	_____	
Adoption	_____	
Civil	_____	
Licenses (except marriage)	_____	
TOTAL	_____	
		x <u>2.00</u>
TOTAL AMOUNT SUBMITTED		\$ <u>_____</u>

DATE: \_\_\_\_\_

\_\_\_\_\_  
 Court Clerk

**\*To be submitted to the Administrative Office of the Courts, 1915 N. Stiles, Suite 305, Oklahoma City, Oklahoma 73105, by the tenth of the month following the month being reported.**

\*\*Do not include those cases in which an affidavit in forma pauperis is filed.