



STATE OF LOUISIANA
DEPARTMENT OF HEALTH AND HOSPITALS



Date: _____

Darlene Smith, State Registrar
Vital Records Registry
P.O. Box 60630
New Orleans, LA 70160

Re: Monthly Report – Banknote Reconciliation /Accounting Statement

The following is an account of all banknote paper used in the issuance of birth certificates and birth cards for the period of _____ through _____.

Long Form Birth Certificate Banknote Paper

Beginning Audit Number: _____
Ending Audit Number: _____
Number of Certificates Issued: _____
Number of Certificates Voided: _____
Fees Collected for Vital Records: _____

Birth Cards:

Beginning Audit Number: _____
Ending Audit Number: _____
Number of Birth Cards Issued: _____
Number of Birth Cards Voided: _____
Fees Collected for Vital Records: _____

Total Fees Collected for Vital Records: _____

The above represents an accurate accounting of banknote stock used and fees collected. The number of voids have been counted and verified, and all voids are attached.

Clerk of Court

_____ Parish