

# Court Clerk Records Management and Preservation Monthly Report

STATE OF OKLAHOMA  
MUSKOGEE COUNTY  
FILED OR RECORDED

OSAI Form #1727 (2019)  
28 O.S. §§ 31.3 & 152

2026 APR 21 AM 9:38

County: MUSKOGEE  
Reporting Period: April 2026

Finalized/Modified: [Signature]  
Date: 04/13/2026 [Signature]

<b>Beginning Balance</b>	\$ 262,740.07
<b>Fees Collected</b>	\$ 5,715.20
<b>Interest</b>	\$ 0.00
<b>Refunds</b>	\$ 0.00
<b>Cancelled Vouchers</b>	\$ 0.00

**Expenditures:**

Archiving/digitizing services	\$ 0.00
Equipment	\$ 0.00
Equipment maintenance	\$ 0.00
Salaries and benefits	\$ 3,597.89
Supplies	\$ 0.00
Training	\$ 0.00
Travel	\$ 0.00
Storage	\$ 0.00
Miscellaneous (please itemize)	\$ 0.00

<b>Total Expenditures</b>	\$ 3,597.89
<b>Ending Balance</b>	\$ 264,857.38

**Reconciled Balance on Treasurer's Ledger** (Treasurer/Deputy Initials) \$ 264,857.38

**Reconciling Items:**

Outstanding Vouchers	\$ 0.00
Minus: Outstanding Deposits	\$ 0.00

**Reconciled Balance** \$ 264,857.38

The above is a true and correct report of all fees collected and expended in accordance with 28 O.S. § 31.3

Donna Dewald 4-13-26  
Court Clerk or Authorized Deputy Date

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

27<sup>th</sup> day of April 2026  
 Chairman [Signature] Filed with Board of County Commissioners on: \_\_\_\_\_  
 Member \_\_\_\_\_ Signature of BOCC Chairperson: \_\_\_\_\_  
 Member [Signature] Filed with Administrative Director of the Courts on: \_\_\_\_\_  
 Attest [Signature]  
County Clerk



E-MAILED  
4/27 10:22  
Donna