

INTERNAL AUDITING DEPARTMENT
CALCASIEU PARISH SCHOOL BOARD
P. O. Box 800 1732 Kirkman Street
Lake Charles LA 70602-0800
(337) 217-4190

To: All Principals
 All Bookkeepers

From: Charles D. Duhon, Internal Auditor

Date: September 27, 2007

Subject: Double Roll Tickets

Do **NOT** use double roll tickets for entrances to events.

Double rolls are to be used only for "split the pot" or drawings.

CDD:mtc