

Killeen Independent School District
 _____ Campus Name
 Collections of Monies Due to KISD
 For the Month Ended _____

Remit To: _____
 ATTN: Cash Receipts Clerk
 Killeen Independent School District
 Financial Services

Note: _____
 This form should be completed and
 submitted to Financial Services, with
 a check, when funds are collected.

Description	Amount
1. Gross (Total) Sales (from Sales Tax Recap Form)	
2. Taxable Sales (from Sales Tax Recap Form)	
3. Taxable Purchases (Use tax if not paid with purchase)	
4. Total Taxable Sales and Purchases (add lines 2 & 3)	
5. Sales tax due (Line 4 x sales tax rate or Sales Tax Recap Form)	
6. Discount -if applicable (Line 5 x .005 or Sales Tax Recap Form)	
7. Sales tax paid (Subtract line 6 from 5 or Sales Tax Recap Form)	
Paid on school check number: _____ Check dated: _____	

Replacement ID cards	
Other:	
Paid on school check number: _____ Check dated: _____	

Principal Signature: _____ Date: ____/____/____

Note: Sales tax must be remitted on a separate check than other items remitted.