

# Print a Fee Billing Statement for a Household

Last Modified on 10/22/2022 9:43 am CDT

**Classic View:** Census > Household > Fees

**Search Terms:** Fees

To print a report detailing what fees remain unpaid, select the **Years to Print** then click the **Print** button.

Household Fees ☆
Census > Households > Household Fees

Swallow Phone: (555)555-9736
Related Tools ^

Unpaid Fees : \$50.00    Surplus : \$0.00    Balance : \$50.00

**Years to Print**

20-21 ×
×

|   | Year  | Household Max | Student Max | Balance |
|---|-------|---------------|-------------|---------|
| + | 21-22 |               |             | 25.00   |
| + | 20-21 |               |             | 25.00   |

New Fee Assignment

Make Payment

Make Adjustments

Print 2

The Fee Billing Statement generates in a PDF format that can be printed, folded, and mailed to the household's primary address. Beside the address appears a summary of information about the individual and a list of totals, including the number and value of all fees incurred, the district-determined fee maximum if applicable and the total amount paid. The Balance Due follows this list, in larger font and underlined.

The Fee detail section lists the fees assessed to the person, the due date, the fee amount and any adjustments or payments that have been made. The total balance due appears at the end of the list.

## Fee Billing Statement

03/02/2022  
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21-22 Harrison High  
5856 Peachtree Parkway, Metro City, MN 55436  
Phone: (763)555-5555 Fax:

**To: The Swallow Household**  
**8801 Smith St N**  
**Blaine, MN 55449**

**Number of Fees: 10**  
**Fee Amount: \$360.00**  
**Adjustments: \$0.00**  
**Paid: -\$110.00**  
**Unpaid Fees: \$250.00**  
**Surplus: \$5.00**  
**Balance: \$245.00**

### Fees

| Fee (Type)  | Due Date   | Member            | Payment/Adjustment |            |         |                            | Balance Due                                 |
|---|------------|-------------------|--------------------|------------|---------|----------------------------|---|
|   |            |                   | Type               | Date       | Amount  | Method                     |   |
| Annual Registration (Enrollment)<br>\$5.00        | 03/02/2022 | Swallow, Sadaf    | Payment            | 03/02/2022 | \$5.00  | Credit Card Auth #: 123456 | \$0.00                                      |
| Chromebook Screen Repair (Technology)*<br>\$80.00 | 03/02/2022 | Swallow, Sadaf    | Payment            | 03/02/2022 | \$80.00 | Credit Card Auth #: 123456 | \$0.00                                      |
| 10th Grade PSAT Prep (Activity)<br>\$50.00        | 03/02/2022 | Swallow, Sadaf    |                    |            |         |                            | \$50.00                                     |
| Art (Course)<br>\$10.00                           | 03/31/2022 | Swallow, Sadaf    | Payment            | 03/02/2022 | \$10.00 | Cash                       | \$0.00                                      |
| Surplus   | 2022       | Swallow, Sadaf    |                    |            |         |                            | -\$5.00                                     |
| 10th Grade PSAT Prep (Activity)<br>\$50.00        | 03/02/2022 | Swallow, Chi-mun  |                    |            |         |                            | \$50.00                                     |
| Annual Registration (Enrollment)<br>\$5.00        | 03/02/2022 | Swallow, Rupel    | Payment            | 03/02/2022 | \$5.00  | Credit Card Auth #: 123456 | \$0.00                                      |
| 10th Grade PSAT Prep (Activity)<br>\$50.00        | 03/02/2022 | Swallow, Rupel    |                    |            |         |                            | \$50.00                                     |
| Art (Course)<br>\$10.00                           | 03/31/2022 | Swallow, Rupel    | Payment            | 03/02/2022 | \$10.00 | Credit Card Auth #: 123456 | \$0.00                                      |
| 10th Grade PSAT Prep (Activity)<br>\$50.00        | 03/02/2022 | Swallow, Preetesh |                    |            |         |                            | \$50.00                                     |
| 10th Grade PSAT Prep (Activity)<br>\$50.00        | 03/02/2022 | Swallow, Fern     |                    |            |         |                            | \$50.00                                     |
| * stands for variable rate fee.                   |            |                   |                    |            |         |                            | <b>Total Balance Due for Fees: \$245.00</b> |

Fee Billing Statement Example

## Previous Version

[Print a Fee Bill Statement for a Household \[.2211 - .2219\]](#)

