



**U.S. Department of Justice  
U.S. Attorney's Office  
Western District of Texas**

**John E. Murphy, Acting U.S. Attorney**

**FOR IMMEDIATE RELEASE**

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**FORMER WACO CIVIC THEATRE OFFICE MANAGER  
PLEADS GUILTY TO STEALING FUNDS**

**John E. Murphy, Acting U.S. Attorney**, announced that in Waco this afternoon, Jennifer J. Mitchell, former Waco Civic Theatre office manager, pleaded guilty to illegally forging a signature on a company check then pocketing the proceeds.

Appearing before Chief United States District Court Judge Walter S. Smith, Jr., Mitchell admitted that on January 12, 2009, she had no authority to cash a business check using a forged electronic signature. Mitchell also admitted that during the time she was the office manager, she made several unauthorized ATM withdrawals. At this time, the exact amount of loss due to Mitchell's illegal activity has yet to be determined.

Mitchell's actions were uncovered during a routine financial audit in 2008 by the Board of Directors of the Waco Civic Theatre.

Mitchell faces up to 10 years in federal prison and a maximum \$250,000 fine. Sentencing is scheduled for 1:00pm on August 26, 2009.

This case was investigated by the United States Secret Service. Assistant United States Attorney Greg Gloff is prosecuting this case on behalf of the government..

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