INTRA-DEPARTMENTAL TRANSFER

DATE: November 20, 2007

DEPARTMENT HEAD: Valde Guerra

DEPARTMENT NAME: D.B.M. for Constable Pct. # 2

ACCOUNT NUMBER: 7-1100-421-00-292-001-0-XXX

CONTACT PERSON: Sergio Hinojosa **PHONE:** (956) 783-4661

SUBJECT: Intradepartmental Transfer

Honorable Commissioner's Court of Hidalgo County:

I submit for your consideration following Intradepartmental Transfer/s in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM		TO		
OBJECT CODE	OBJECT NAME	OBJECT CODE	OBJECT NAME	
664	Other Minor Equipment	684	Tires & Tubes	$ 250.00
664	Other Minor Equipment	601	Office Supplies	500.00
666	Minor Office Furniture	661	Minor Office Equipment	800.00
			TOTAL	$ 1,550.00

REASON: Intra-departmental transfer is needed in order to cover pending invoices and for purchase of a copy machine and a typewriter.

DEPARTMENT HEAD SIGNATURE

11-20-07
CC DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK