DATE: October 9, 2009

DEPARTMENT HEAD: Joe Lopez, Executive Director

AI#6053
Revised

DEPARTMENT NAME: Adult Probation

ACCOUNT NUMBER: 9-1100-423-00-320-001-0

SUBJECT: **Intra-departmental Transfer/s**

I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT NAME	TO OBJECT CODE	OBJECT NAME	AMOUNT
661	Minor Office Furniture & Equipment	601	Office & Computer Supplies	6,500.00
			TOTAL	6,500.00

REASON: Object Code #601: To purchase swivel chairs and filing cabinets to replace old ones. Purchase is to be made before the end of calendar year 2009.

Joe Lopez 10-9-09

Joe E. Lopez, Executive Director — Date
Department Head Signature

APPROVED COMMISSIONER'S COURT — DATE — ATTEST COUNTY CLERK