DATE: July 26, 2011

DEPARTMENT HEAD: Martha L. Salazar, CPPB

DEPARTMENT NAME: Purchasing

ACCOUNT NUMBER: 1-1100-415-18-160-001-0

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:

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 DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
336	computer services	626	gasoline	$ 500.00
431	bldg other	601	office & computer supplies	**$ 50.00**
535	postage	442	equipment & vehicle rentals	**$ 2,451.62**
583	out of travel	601	office & computer supplies	**$ 122.60**
584	registration fees	626	gasoline	$ 195.00
619	other misc	601	office & computer supplies	$ 100.00
640	reference materials	626	gasoline	$ 321.01
661	minor office	601	office & computer supplies	$ 0.94
810	dues & memberships	601	office & computer supplies	$ 75.00
812	software & license	855	late fees and penalties	$ 51.00
			TOTAL	**$ 3,867.17**

REASON: **remainder of the year / out standing invoices**

Martha L Salazar

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

__/__/__
DATE

ATTEST COUNTY CLERK