INTRADEPARTMENTAL TRANSFER REQUEST

DATE: October 18, 2011

2011
Transfer

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Department of Budget & Management for 93rd District Court

ACCOUNT NUMBER: 1-1100-412-00-002-001-0-XXX

SUBJECT: **Intradepartmental transfer(s)**

Contact: Joel Espinoza
Ph#: 956-318-2255

Honorable Commissioners' Court of Hidalgo County:

I submit for your consideration the following Intradepartmental transfer(s) (increase/decrease) in accordance with Local Government Code, Chapter 111, 111.070, Item C (2).

FROM Object Code	Description	TO Object Code	Description	Amount
661	Minor Office Furniture & Equipment	640	Reference Materials	$ 200.00
661	Minor Office Furniture & Equipment	583	Travel Out of County	4,000.00
664	Other Minor Equipment	583	Travel Out of County	500.00
601	Office & Computer Equipment	583	Travel Out of County	1,000.00
550	Printing & Binding	583	Travel Out of County	900.00
			TOTAL	$ 6,600.00

REASON: Transfer is needed in the above mentioned object code to meet expenditures.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

Form DBM-201