DATE: October 29, 2012

2011
Transfer

DEPARTMENT HEAD: RAY EUFRACIO, HIDALGO COUNTY AUDITOR

DEPARTMENT NAME: Hidalgo County Auditor's Office

ACCOUNT NUMBER: 2-1100-415-21-170-001-0-XXX

Contact Person: Susie Medina Ph#: (956) 318-2511 Ext. 4602

SUBJECT: **Intradepartmental transfer(s)** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intradepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
535	Postage & express mail charges	607	Household and janitorial supplies	$94.75
601	Office and computer supplies	607	Household and janitorial supplies	$16.65
			TOTAL	$111.40

REASON: ***Transfer needed to purchase paper towels and a pre-filter for air cleaners.***

DEPARTMENT HEAD SIGNATURE

10/29/12
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK