DATE: July 15, 2013

DEPARTMENT HEAD: PAUL VILLARREAL JR. RTA

DEPARTMENT NAME: TAX OFFICE

ACCOUNT NUMBER: 3-1100-415-15-140-001-0 - XXX

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	747	SOFTWARE	4280
			TOTAL	4,280.00

REASON: AS PER PURCHASING, REQ. #239640, TO PURCHASE INTUIT QUICKBOOKS, SHOULD BE FROM OBJ.#747, SOFTWARE, AND WE DO NOT CURRENTLY HAVE FUNDS IN PLACE, FOR THIS PURCHASE. NEED TO TRANSFER FUNDS TO CORRECT OBJECT.

Pablo (Paul) Villarreal Jr.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /

DATE

ATTEST COUNTY CLERK