DATE: October 22, 2013

2013
Transfer

DEPARTMENT HEAD: Daniel Flores

DEPARTMENT NAME: Facilities Management

ACCOUNT NUMBER: 3-1100-419-40-220-001-0-XXX

Contact Person: Glinda Pacheco **Ph#:** (956) 292-7025 Ext. 5411

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
607	FACILITIES MGMT-HSEHLD & JANITORIAL SUPP	640	FACILITIES MGMT-REFERENCE MATERIALS	53.98
			TOTAL	53.98

REASON:
Intradepartmental transfer needed to purchase car care manuals

DEPARTMENT HEAD SIGNATURE

10/22/13
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK