

INTRADEPARTMENTAL TRANSFER REQUEST

DATE: March 10, 2015

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Dept. of Budget & Management - Employee Benefits Division

ACCOUNT NUMBER: 5-2201-415-00-115-009-0-XXX

SUBJECT: Intradepartmental transfer(s)



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
610	GENERAL SUPPLIES	751	MACHINERY & EQUIPMENT	\$ 1,600.36
TOTAL				\$ 1,600.36

REASON: TRANSFER IS NEEDED TO PURCHASE A SCANNER.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /

DATE

ATTEST COUNTY CLERK