

INTRADEPARTMENTAL TRANSFER REQUEST

DATE: August 14, 2015

DEPARTMENT HEAD: Sergio Cruz

DEPARTMENT NAME: Dept. of Budget & Management for Employee Benefits

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
310	Official/Administrative Services	751	Machinery & Equipment	\$ 2,279.98
TOTAL				\$ 2,279.98

REASON: Transfer is needed to purchase a shredder.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /

DATE

ATTEST COUNTY CLERK