DATE: November 19, 2015

DEPARTMENT HEAD: Pablo (Paul) Villarreal Jr.

DEPARTMENT NAME: Hidalgo County Tax Office

ACCOUNT NUMBER: 5-1100-415-15-140-004-0xxx

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 NAME	TO OBJECT CODE	OBJECT NAME	AMOUNT
336	COMPUTER SERVICES	660	OFFICE FURN&CNTRLD	$915.82
336	COMPUTER SERVICES	640	REFERENCE MATERIALS	$2,000.00
336	COMPUTER SERVICES	610	GENERAL SUPPLIES	$7,743.00
			TOTAL	$10,658.82

REASON: **Appropriation of funds to cover office supplies such as mobile file cabinet w/lock&key, motor veh registration manuals & a biometric clock including off. supplies related to the Scofflaw program.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /
DATE

ATTEST COUNTY CLERK