DATE: January 4, 2016

DEPARTMENT HEAD: EMILIO DE LOS SANTOS

DEPARTMENT NAME: VETERANS SERVICES

ACCOUNT NUMBER: 6-1100-444-00-370-001-0-780

Contact Person: D GUZMAN Ph#: 318-2436

2016
Transfer

AI -

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
780	VETERABS SRV-CAPITAL LEASES	430	VETERANS SRV-REPAIR & MAINT SRV	1,400.00
			TOTAL	1,400.00

REASON:
WHEN PREPARING PO IN 2015 FOR THE RICOH COPIER, ALL LEASING & EQUIPMENT BREAKDOWN WAS BUDGETED UNDER OBJ. CODE 780. WILL NEED TO MOVE FUNDS BUDGETED FOR REPAIR & MAINT. SRV WHICH INCLUDES COPIES, TO OBJ. CODE 430 FOR 2016.

DEPARTMENT HEAD SIGNATURE

/ /
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK