DATE: March 15, 2016

2016
Transfer

DEPARTMENT HEAD:

DEPARTMENT NAME: Human Resources

ACCOUNT NUMBER: 6-1100-415-50-190-002-0-XXX

Contact Person: Diana Munoz **Ph#:** (956)318-2660

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
610	General Supplies	430	Repair and Maintenance Serv	275.00
			TOTAL	275.00

REASON:
To pay Ricoh Usa for the relocation fees to move the printer to our new Human Resources location at 2818 S. Hwy 281, Edinburg, Texas.

DEPARTMENT HEAD SIGNATURE

/ /
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK