DATE: **May 13, 2016**

DEPARTMENT HEAD: **VALDE GUERRA**

DEPARTMENT NAME: **EXECUTIVE OFFICE**

ACCOUNT NUMBER: **6-1100-413-00-125-001-0-xxx**

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 DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
583	TRAVEL OUT OF COUNTY	430	REPAIR & MAINT. SERVICE	500.00
583	TRAVEL OUT OF COUNTY	610	GENERAL SUPPLIES	700.00
*610	GENERAL SUPPLIES	*430	REPAIR & MAINT. SERVICE	2,105.84
			TOTAL	3,305.84

REASON: **To purchase tires for Ford Expedition and upcoming repairs.**
*** This is needed to reclassify and existing expediture as per Auditors for payment to Unicom.**
***(pending PO #738605/738606 partial liquidation)**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK