DATE: June 10, 2016

2016
Transfer

AI- 55035

DEPARTMENT HEAD: Ricardo Rodriguez, Jr., Criminal District Attorney

DEPARTMENT NAME: District Attorney's Office

ACCOUNT NUMBER: 6-1100-412-00-080-002-0-XXX

Contact Person: Obdett Calzada **Ph#:** (956) 292-7604 Ext. 8086

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
540	ADVERTISING	640	REFERENCE MATERIALS	2,500.00
540	ADVERTISING	550	PRINTING & BINDING	2,500.00
660	FURN & EQUIP CNTRLD	430	REPAIR & MAINT SRV	4,000.00
751	MACHINERY & EQUIPMENT	610	GENERAL SUPPLIES	1,500.00
780	CAPITAL LEASES	610	GENERAL SUPPLIES	8,208.32
			TOTAL	$ 18,708.32

REASON:
Transfer needed to fund the purchase of legal books as new editions are released throughout the year. The purchase of office forms and office supplies are purchased on an as needed basis. Furthermore, due to the relocation of the DA's Office funds are needed under repair and maintenance for any situations that may arise.

DEPARTMENT HEAD SIGNATURE

DATE / /

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK