DATE: August 30, 2016

DEPARTMENT HEAD: Pablo (Paul) Villarreal Jr.

DEPARTMENT NAME: Hidalgo County Tax Office

ACCOUNT NUMBER: 6-1100-415-15-140-001-0xxx

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
550	Printing and Binding	430	Repair & Maint Srv	$800.00
610	General Supplies	430	Repair & Maint Srv	$1,000.00
610	General Supplies	520	Insurance	$300.00
			TOTAL	$2,100.00

REASON: Transfer needed to cover annual obligations (maint srv agreements-copy graphics etc).

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /
DATE

ATTEST COUNTY CLERK