DATE: October 14, 2016

2016
Transfer

DEPARTMENT HEAD: Homero Garza

DEPARTMENT NAME: Fire Marshal

ACCOUNT NUMBER: 6-1100-422-10-300-001-0-XXX

Contact Person: Elizabeth Castro **Ph#:** (956) 318-2656

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
605	FIRE MARSHAL-CLOTHING & UNIFORMS	520	FIRE MARSHAL-INSURANCE	101.75
605	FIRE MARSHAL-CLOTHING & UNIFORMS	610	FIRE MARSHAL-GENERAL SUPPLIES	1,000.00
			TOTAL	1,101.75

REASON:
To pay for reimbursement of purchase of notary stamp by Administative Assistant and purchase general office supplies needed in the office for the remainder of this fiscal year.

DEPARTMENT HEAD SIGNATURE

DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK