DATE: November 16, 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
751	MACHINERY & EQUIPMENT	520	INSURANCE	$4,438.00
751	MACHINERY & EQUIPMENT	336	COMPUTER SERVICES	$711.00
751	MACHINERY & EQUIPMENT	581	TRAVEL IN COUNTY	$4,500.00
			TOTAL	$9,649.00

REASON: **Appropriation of funds to cover the Public Officials Bond, increase for the Opex annual support fee and an unexpected Customer Service Training cost .**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK