DATE: November 10, 2016

DEPARTMENT HEAD: VALDE GUERRA

DEPARTMENT NAME: CIVIL SERVICE

ACCOUNT NUMBER: 6-1100-415-50-125-037-0-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
550	PRINTING & BINDING	610	GENERAL SUPPLIES	190.00
581	TRAVEL IN COUNTY	610	GENERAL SUPPLIES	200.00
			TOTAL	$ 390.00

REASON: **For needed office supplies.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK