HIDALGO COUNTY

Department Of Budget & Management

INTRA-DEPARTMENTAL TRANSFER FORM

DATE: 1/19/2017

DEPARTMENT HEAD: Martha L. Salazar

DEPARTMENT NAME: Purchasing

ACCOUNT NUMBER: 7-110-415-18-160-001-0

CONTACT PERSON: Nielda Cavazos **PHONE:** 4853

SUBJECT: Intradepartmental Transfer(s)

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	583	out of county travel	3,000.00
610	general office supplies	583	out of county travel	300.00
550	printing and binding	584	registration	500.00
			TOTAL	$3,800.00

REASON: need to fund obj codes for employee's yearly travel

Martha L Salazar

Department Head Signature

1-19-17

Date

Approved Commissioners' Court

Attest County Clerk