DATE: **February 17, 2017**

DEPARTMENT HEAD: **VALDE GUERRA**

DEPARTMENT NAME: **MAILING SERVICES**

ACCOUNT NUMBER: **7-1100-419-60-125-010-0-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**
442	EQUIP & VEHICLE RENTAL	**780**	CAPITAL LEASES	**3,000.00**
430	REPAIR & MAINT SERV.	**780**	CAPITAL LEASES	**4,600.00**
			TOTAL	**7,600.00**

REASON: **To properly fund object code for lease of mailing machine.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK