



HIDALGO COUNTY

Department Of Budget & Management

INTRA-DEPARTMENTAL TRANSFER FORM

DATE: May 22, 2017

DEPARTMENT HEAD: Martha L. Salazar

DEPARTMENT NAME: Purchasing Department

ACCOUNT NUMBER: 7-1100-415-18-160-001-0

CONTACT PERSON: Nielda Cavazos

PHONE: _____

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
535	Postage	583	out of county travel	200.00
TOTAL				\$ 200.00

REASON: need to transfer for employees travel

Martha L Salazar
Department Head Signature

5/22/17
Date

Approved Commissioners' Court

Attest County Clerk