DATE: June 8, 2017

DEPARTMENT HEAD: VALDE GUERRA

DEPARTMENT NAME: CIVIL SERVICE

ACCOUNT NUMBER: 7-1100-415-50-125-037-0-XXX BY: MONICA BADILLO EXT 5602

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
336	COMPUTER SERVICES	610	GENERAL SUPPLIES	650.00
535	POSTAGE	610	GENERAL SUPPLIES	500.00
			TOTAL	$ 1,150.00

REASON: **To purchase office supplies and a scanner.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT / / **DATE** **ATTEST COUNTY CLERK**