**DATE:** September 14, 2017

**DEPARTMENT HEAD:** Judge Ramon Garcia

**DEPARTMENT NAME:** County Judge's Office

**ACCOUNT NUMBER:** 7-1100-413-00-110-006-0-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 NAME | TO OBJECT CODE | OBJECT NAME | AMOUNT |
|---|---|---|---|---|
| 581 | Travel - In County | 610 | General Supplies | 300.00 |
| 640 | Reference Materials | 610 | General Supplies | 175.00 |
| 660 | Furn & Equip Cntrld | 631 | Bottled Water | 117.80 |
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| | | | TOTAL | 592.80 |

**REASON**: Transfer needed for purchase of supplies needed for future meetings/events. Monies needed for bottled water for meetings due to low funds in account.

**DEPARTMENT HEAD SIGNATURE**

**APPROVED COMMISSIONERS' COURT**

____/____/____
**DATE**

**ATTEST COUNTY CLERK**