

BUDGET INTRADEPARTMENTAL TRANSFER REQUEST

DATE: December 4, 2017

DEPARTMENT HEAD: A. "J.R." GAITAN

DEPARTMENT NAME: CONSTABLE PRECINCT 4

ACCOUNT NUMBER: 7-1100-421-00-294-001-0

SUBJECT: Budget Intradepartmental Transfer

Honorable Commissioner's Court of Hidalgo County:

I would like to request the following Intradepartmental Budget Tranfer(s) in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
610	GENERAL SUPPLIES	660	FURN & EQUIP CNTRLD	\$304.95
610	GENERAL SUPPLIES	550	PRINTING & BINDING	\$250.00
TOTAL				\$554.95

REASON: Transfer needed to correct object code in PO#768547 and expenditures for business cards.

/s/ Horaldo Sanchez
 HORALDO SANCHEZ for Constable A. "J.R." Gaitan

 APPROVED COMMISSIONERS' COURT

 DATE

 ATTEST COUNTY CLERK