



HIDALGO COUNTY

Department Of Budget & Management

INTRA-DEPARTMENTAL TRANSFER FORM

DATE: 4/16/2018

DEPARTMENT HEAD: Jason Pena

DEPARTMENT NAME: Justice of the Peace 5-1

ACCOUNT NUMBER: 1100-412-00-069-001-0

CONTACT PERSON: Melanie M Guzman

PHONE: 292-7015

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
660	Furn & Equip CNTRLD	605	Uniform	216.83
TOTAL				\$216.83

REASON: Need to purchase Judge's Robe

Department Head Signature

Date 4/17/2018

Approved Commissioners' Court _____

Attest County Clerk _____

From : Bethany A Brittain <babrittain@herffjones.com>
Subject : <No Subject>
To : melanie guzman <melanie.guzman@co.hidalgo.tx.us>

A	B	C	D	E	F
1	MURPHY ROBES	Apparel			PRICE QUOTE
2	1000 N Market				CUSTOM
3	Champaign, IL 61820				
4	Telephone: 800-237-8951 Ext. 5658	Customer #			
5	Fax: 800-758-5052	Quote:			
6		Date	1/22/2018		
7	Bill To:	Ship To:			
8					
9					
10					
11					
12					
13	Salesperson	Check #	Date Shipped		Order #
14	Bethany Brittain				To Be Assigned
15					
16	Quantity	Description	Unit Price	Discount Price	Amount
17		justice h-223-m	\$198.90		\$198.90
18					
19					
20					
21					
22					
23					
24					
25		Total			
26		Shipping & Handling			\$17.93
27		State Sales Tax			
28		Total for Order			\$216.83
29					
30					
31					
32					
33					
34					
35					
36					
37					

Bethany A. Brittain | Customer Service Sales Representative/ Murphy Robes a Division of Herff Jones Cap & Gown Division, A Varsity ACHIEVEMENT Brand
 1000 N. Market St| Champaign, IL 61820 | t 1-800-552-3228 EXT 5653 | f 1-866-858-7611 |
[Babrittain@herffjones.com](mailto: Babrittain@herffjones.com)



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