DATE: July 16, 2018

DEPARTMENT HEAD: VALDE GUERRA

DEPARTMENT NAME: GENERAL LITIGATION

ACCOUNT NUMBER: 8-1100-415-30-125-006-0

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
333	Legal Services	780	Capital Leases	825.61
333	Legal Services	430	Repair & Maint. Service	63.00
333	Legal Services	640	Reference Materials	200.00
			TOTAL	1,088.61

REASON: **To pay for pending invoices - Pitney Bowes mail machine @ DA's Office.**
To pay for services to PACER to view electronic court records (obj 640) per Betsy@Purchasing.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK