DATE: **September 18, 2018**

DEPARTMENT HEAD: **Lazaro Gallardo, Jr.**

DEPARTMENT NAME: **Constable Precinct 3**

ACCOUNT NUMBER: **8-1100-421-00-293-001-0-XXX** **AI:66748**

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
340	CONST. PCT 3 TECHNICAL SER.	610	GENERAL SUPPLIES	$ 4,000.00
520	CONST. PCT 3 INSURANCE	583	OUT OF CO. TRAVEL	$ 200.00
520	CONST. PCT 3 INSURANCE	550	PRINTING AND BINDING	$ 500.00
520	CONST. PCT 3 INSURANCE	610	GENERAL SUPPLIES	$ 300.00
			TOTAL	$ 5,000.00

REASON: **To cover negative balances and to supplement object codes where new expenses will be made.**

DEPARTMENT HEAD SIGNATURE

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