DATE: February 28, 2020

DEPARTMENT HEAD: OSCAR VILLARREAL

DEPARTMENT NAME: FACILITIES MANAGEMENT

ACCOUNT NUMBER: 0-1100-419-40-220-001-0-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 DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
610	GENERAL SUPPLIES	550	PRINTING & BINDING	100.00
			TOTAL	100.00

REASON: FUND ACCOUNT TO PURCHASE BUSINESS CARDS

Oscar Villarreal 2-28-20

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /

DATE

ATTEST COUNTY CLERK