DATE: May 29, 2020

DEPARTMENT HEAD: Martha L. Salazar

DEPARTMENT NAME: Purchasing

ACCOUNT NUMBER: 0-1100-415-18-160-001-0

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**
610	general supplies	584	registration	$600.00
610	general supplies	**640**	reference materials	**90.00**
610	general supplies	**812**	software license renewal	**$100.00**

TOTAL **790.00**

REASON: **need to pay invoice and (short)**

DEPARTMENT HEAD SIGNATURE

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