DATE: June 22, 2020

DEPARTMENT HEAD: Armando Guzman

DEPARTMENT NAME: Safety Division

ACCOUNT NUMBER: 0-1100-419-50-125-003-0-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 NAME	TO OBJECT CODE	OBJECT NAME	AMOUNT
810	Dues & Memberships	780	Capital Leases	$ 250.00
520	Insurance	780	Capital Leases	$ 50.00
610	General Supplies	855	Late Fees, Penalties, Fin Chrg	$ 22.86
			TOTAL	**$ 322.86**

REASON: **Transfer is being requested in order to cover new copier lease increase that will start in August 1, 2020 and to fund late fees incurred by Auditor's Office submitting late payments.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK