DATE: **January 25, 2022**

DEPARTMENT HEAD: **Lazaro Gallardo, Jr.** **AI: 84382**

DEPARTMENT NAME: **Constable Precinct 3**

ACCOUNT NUMBER: **2-1100-421-00-293-001-0-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	Const. Pct. 3 General Supplies	442	Const. Pct. 3 Equip & Vehicle Rent	$ 600.00
			TOTAL	$ 600.00

REASON: **TO COVER AMOUNT ON OPEN PO OUR OFFICE NEEDS FOR RICOH PRINTER RENTAL FOR FY 2022.**

DEPARTMENT HEAD SIGNATURE

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