DATE: April 26, 2022

DEPARTMENT HEAD: Eduardo Belmarez,MBA,CPM

DEPARTMENT NAME: Purchasing Department

ACCOUNT NUMBER: 2-1100-415-18-160-[illegible]-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 office suppies	780	Capital Leases	200.00
			TOTAL	200.00

REASON: need to complete req for new copier

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /
DATE

ATTEST COUNTY CLERK