

BUDGET TRANSFER REQUEST #2

TO BE COMPLETED BY THE DEPARTMENT	
DOCUMENT TOTAL	\$153,716
NUMBER OF LINES	4
TRANSACTION CODE TOTAL*	

AUDITOR / CONTROLLER'S USE	
TRANSFER #	
DATE	
CODE BY	

DEPARTMENT OR AGENCY NAME

I HEREBY REQUEST AND CERTIFY THAT THE TRANSFER OF APPROPRIATIONS AND/OR ESTIMATED REVENUES LISTED ON THIS FORM ARE BETWEEN INDEX CODES WITH THE SAME FUND STRUCTURE, AND WITHIN THE SAME DEPARTMENT, AND WITHIN THE SAME DEPARTMENTAL APPROVED BUDGET. DECREASE THE TOTAL DEPARTMENTAL APPROVED BUDGET.

DATE: 9/5/2019 DEPARTMENT AUTHORIZATION SIGNATURE AND PHONE NUMBER:  PAGE 1 OF 1

COMPLETE THE INFORMATION BELOW WITH JUSTIFICATION NARRATIVE OR ATTACH A MEMO. REMOVE THE GOLD COPY AND SUBMIT COMPLETE REQUEST TO THE AUDITOR / CONTROLLER'S OFFICE. A BUDGET TRANSFER MUST BE AT LEAST TWO LINES, NOT EXCEED TWENTY-SIX LINES AND USE AN "ODD AND EVEN" NUMBERED TRANSACTION CODE*
 * 002 = INCREASE ESTIMATED REVENUE
 * 003 = DECREASE ESTIMATED REVENUE
 * 013 = INCREASE IN APPROPRIATION / CAO APPROVED
 * 014 = DECREASE IN APPROPRIATION / CAO A APPROVED

S F X	DIC	FENIX ORG NUMBER	SUB OBJECT NUMBER	PL String	DESCRIPTION	AMOUNT	(60 CHARACTERS MAX.)
1	014	1900000	4500	19ELECT 19OPER C40SERSUP 19ELECTEXP	19/20 DECREASE BUDGET EXPENSE	\$ 76,858	
2	013	1900000	6042	19ELECT 19OPER C40SERSUP 19ELECTEXP	19/20 INCREASE BUDGET EXPENSE	\$ 68,590	
3	013	1900000	4461	19ELECT 19OPER C40SERSUP 19ELECTEXP	19/20 INCREASE BUDGET EXPENSE	\$ 2,718	
4	013	1900000	4143	19ELECT 19OPER C40SERSUP 19ELECTEXP	19/20 INCREASE BUDGET EXPENSE	\$ 5,550	
5							
6							
7							
8							
9							
10					Transferring funds to cover shortage in Class 60.		
11							
12							
13							

JOE HARN, C.P.A. AUDITOR/CONTROLLER

CHIEF ADMINISTRATIVE OFFICE

REVIEWED FOR FORMAT BY _____ DATE _____

APPROVED _____ BY _____

REJECTED _____ DATE _____

CHIEF ADMINISTRATIVE OFFICE - ANALYST

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