



New Index Code Request Form

Submit completed, signed form to the Chief Administrative Office

Department: Library

Fund: Placerville Library Fund

Index Code Requested: 7760307

Note: Please include a copy of your current index code org structure with an indication of where this new index code will fit in. The actual index code will be determined by the Auditor's office.

Justification (New program, grant, need for more detailed tracking, etc.):

Create new index code for a Special Revenue Fund to benefit the Placerville Library.

Where is budget coming from (Attach budget transfer):

Donation from Borovicka trust to the Library.

If necessary, please attach additional documentation (i.e. letters from State or Federal agencies, etc.).

Department Head Approval: Jeanne Ann Date: 10/18/2017

CAO Analyst Approval: _____ Date: _____