

AUDITOR / CONTROLLER'S USE	
TRANSFER #	
DATE	
CODE BY	

EL DORADO COUNTY APPROPRIATION TRANSFER (29125 GOV. CODE)

BUDGET TRANSFER REQUEST #2

SURVEYOR
DEPARTMENT OR AGENCY NAME

TO BE COMPLETED BY THE DEPARTMENT	
DOCUMENT TOTAL	32,000.00
NUMBER OF LINES	2
TRANSACTION CODE TOTAL*	27

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. THIS TRANSFER WILL NOT INCREASE OR DECREASE THE TOTAL DEPARTMENTAL APPROVED BUDGET.

2/26/2016
DATE

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 / BOS APPROVED
* 014 = DECREASE IN APPROPRIATION / BOS APPROVED

S F X	TRANS CODE NO.*	INDEX CODE NUMBER	SUB OBJECT NUMBER	USER CODE NUMBER	AMOUNT	DESCRIPTION (50 CHARACTERS MAX.)
1	013	125000	6040		16,000.00	FY 15-16 INC FIXED ASSET FOR SCANNER PURCHASE
2	014	126000	3000		16,000.00	FY 15-16 INC FIXED ASSET FOR SCANNER PURCHASE
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						

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

CHIEF ADMINISTRATIVE OFFICE

REVIEWED
FOR
FORMAT BY _____

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APPROVED

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REJECTED

BY _____

DATE _____

DATE _____

CHIEF ADMINISTRATIVE OFFICE - ANALYST