

| AUDITOR / CONTROLLER'S USE | |
|----------------------------|--|
| TRANSFER # | |
| DATE | |
| CODE BY | |

EL DORADO COUNTY APPROPRIATION TRANSFER (29130 GOV. CODE)

BUDGET TRANSFER REQUEST #1

District Attorney FY 17/18
DEPARTMENT OR AGENCY NAME

| TO BE COMPLETED BY THE DEPARTMENT | |
|-----------------------------------|-----------|
| DOCUMENT TOTAL | 24,000.00 |
| NUMBER OF LINES | 4 |
| TRANSACTION CODE TOTAL* | 26 |

4/4/2018
DATE

DEPARTMENT AUTHORIZATION SIGNATURE AND PHONE NUMBER

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 * 011 = INCREASE IN APPROPRIATION / BOS APPROVED
 * 003 = DECREASE ESTIMATED REVENUE * 012 = 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 | 002 | 2280780 | 0001 | | 6,000.00 | FY 17/18 INC FUND BAL SLESF 18-0573 |
| 2 | 011 | 2280780 | 7000 | | 6,000.00 | FY 17/18 INC OP TRFS SLESF 18-0573 |
| 3 | 002 | 2200000 | 2020 | | 6,000.00 | FY 17/18 INC OP TRFS SLESF 18-0573 |
| 4 | 011 | 2200000 | 6042 | | 6,000.00 | FY 17/18 INC FIXED ASSET COMP EQUIP SLESF 18-0573 |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
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| 9 | | | | | | |
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| 12 | | | | | | |
| 13 | | | | | | |

REVIEWED FOR FORMAT BY

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

APPROVED AND SO ORDERED THAT THE ABOVE TRANSFERS BE MADE (AS REQUESTED OR AMENDED) AND INCORPORATED IN THE MINUTES OF THIS MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

 CHIEF ADMINISTRATIVE OFFICE - ANALYST DATE

 SIGNATURE: CHAIRMAN, BOARD OF SUPERVISORS DATE

 CHIEF ADMINISTRATIVE OFFICE DATE

 ATTEST: CLERK, BOARD OF SUPERVISORS

El Dorado County
Journal Entry Request Form

To be completed and attached to all Journal requests

TO: Deputy Auditor
Auditor-Controller's Office

FROM: Megan Arevalo

DEPT: District Attorney

SUBJECT: Request to process attached budget transfer

Detailed description and justification of attached journal:

The attached document records an operating transfer from the Supplemental Local Law Enforcement Fund (SLESF) to the District Attorney's Office operating Org 2200000 for the purchase of equipment and software for a digital forensic lab.

FENIX Coding:

Line 1 - 2280780 - 0001

Line 2 - 2280780 - 7000 - DA

Line 3 - 2200000 - 2020 - 22SLESF - STATE

Line 4 - 2200000 - 6042 - 22SLESF - C60FA

Authorized Signature: _____ Date: _____

Please note: The Auditor's Office is in the process of creating comprehensive procedures for creating and processing journals. These new procedures will be distributed soon. Meanwhile, please use this form until further notice. Thank you.