## COUNTY OF HUMBOLDT REQUEST FOR BUDGET TRANSFER/ADJUSTMENT

[	DEPARTMENT: _	Facility Managemen	ıt DEF	PARTMENT #:	381	_POSTING DAT	E: 10/2/2018
1.) The		Transfer between e Increase/decrease Transfer to or from Increase/decrease Establish/transfer fo	enditure/revenue categ expenditure/revenue ca Intrafund Transfer acco Contingencies (with Bo budget unit appropriati unds in Fixed Assets <	tegory (with CA bunt (with Boa bard Approval)* on (with Board \$10,000 (CAO	AO & Audit rd Approva approval)* & Auditor	or Approval) al)* Approval)	Original only Original +1 Original +1 Original +1 Original +1
_	X		unds in Fixed Assets >	\$10,000 (With E		,	Original +1
2.)	Amount:	I ranster Number:	Transfer from Acco Number:			: <b>:</b> me:	
\$		3530381 8119	Name: Security System	3530381 21		Heavy Equipme	
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3.) In t	he space below.	state (a) reason for t	ransfer request, (b) rea	son why there	are suffici	l ent balances in	
af	fected accounts,	and (c) why transfer	cannot be delayed unt	•			
a.)Pay	Security out of fix	xed asset					
b.) Adjı	ust expenditures	to bring secutity to T	SA standards				
c.) Trar	nsfer needs to be	done to pay current	FY expenses				
4.) Dep	eartment Authoriz	ration:	Date	9/18/2018	(signed)	Charlotte	e Merkel
5.) Acc	ount balances ve	erified by Auditor-Cor	9/19/2018	(signed)	Cheryl Dillingham		
6.)	X/Approved	/Not approve	ed _X/Recomm	ended	_/Not reco	mmended	
County Administrative Officer: Date				9/26/2018	(signed)	CDS	
			INSTRUCTIO	NS			
SEND C	RIGINAL REQUE	ST FOR BUDGET TRA	NSFER DIRECTLY TO T	THE AUDITOR-C	ONTROLLI	ER.	
* D		er to be attached	Revised 05/16		Posted by		