**TRANSFER**

**REQUEST FORM**

**Please use this form to submit any request to the County Clerk for consideration by the Quorum Court**

Date: \_Sept. 17, 2020

To: QUORUM COURT

From: \_\_\_\_Co Judge\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Road \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name) (Office/Title)

TRANSFER REQUEST:

From: (Fund/Dept./Line Item) To: (Fund/Dept./Line Item) Amount

2000-200-5005 2000-200-5003 $57,000.00

Lease Purchase-Principal Note-Principal

2000-200-5005 2000-200-5004 $ 7,500.00

Lease Puchase-Principal Note-Interest

Totaling $64,500.00

2000-200-9999 2000-200-5006 $46,000.00

Transfer Out Lease Purchase-Interest

REASON FOR REQUEST:

To move monies where needed

COMMENTS:

**Please attach any documentation that pertains to this request**