**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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Maint. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name) (Office/Title)

TRANSFER REQUEST:

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

1000-123-1002 1000-123-2001 $4,000.00

Salaries-P/T General Supplies

1000-123-1002 1000-123-2003 $ 1,500.00

Salaries-P/T Janitorial Supplies

1000-123-1002 1000-123-2021 $ 1,300.00

Salaries-P/T Paints/Metals

1000-123-1002 1000-123-2028 $ 1,560.00

Salaries-P/T Lumber & Pilings

TOTAL $8,360.00

REASON FOR REQUEST:

To move monies where needed

COMMENTS:

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