COUNTY OF COMAL
REQUEST FOR BUDGET AMENDMENT

BUDGET YEAR: 2015 Dept: Jury Fund DATE OF REQUEST : 08/03/15

FROM:

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
	Jury Fund Reserves	(3,200.00)
		(3,200.00)

TO:

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
081-081-5215	Forms	3,200.00
		3,200.00

Justification for request:

Budget amendment to cover the cost of new Jury Summons

Signed:

Department Head

Signed: Shawn Fennell, First Asst

David Renken, County Auditor
(Certification of availability of funds in appropriate line items)

NOTE:

IF THE REQUEST IS FOR ACTION OTHER THAN A LINE ITEM TRANSFER WITHIN THE REQUESTING DEPARTMENT'S BUDGET, THE DEPARTMENT HEAD SHALL SIGN THE CERTIFICATION BELOW:

I HAVE THOROUGHLY REVIEWED THE BALANCES IN THE VARIOUS LINE ITEMS IN THE DEPARTMENT BUDGET, COMPARED THESE WITH THE PROJECTED NEEDS FOR THE REMAINDER OF THE BUDGET YEAR, AND DO HEREBY CERTIFY THAT NO FUNDS ARE AVAILABLE WITHIN THE DEPARTMENT BUDGET TO MEET THE NEEDS AS DESCRIBED ABOVE.

Signed:

Department Head

DRAFT