COUNTY OF COMAL
REQUEST FOR BUDGET AMENDMENT

BUDGET YEAR: **2018** Dept: ***Constable #2*** DATE OF REQUEST **04/04/18**

FROM:

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
010.037.5332	Police Supplies	(612.66)
		(612.66)

TO:

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
010.037.5614	Non-capital Equipment	612.66
		612.66

Justification for request:

Line item transfer to cover purchase of new law enforcement equipment.

Signed:

Department Head

Signed:

Carina M Bugett for Jessie Rahe

Jessie Rahe, 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