

**COUNTY OF COMAL
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2018

Dept: *Public Information Officer*

DATE OF REQUEST 07/25/18

FROM:

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
010.031.5460	Advertising, Notices & Printing	(500.00)
		(500.00)

TO:

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
010.031.5624	Computer Components & Software	500.00
		500.00

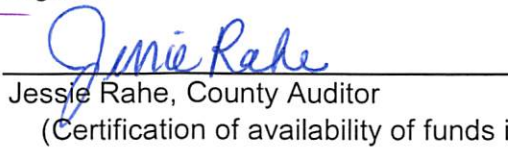
Justification for request:

Increase in annual license for Adobe Creative Suite software.

Signed:


Department Head

Signed:


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

2018 JUL 24 PM 10:58
COMAL COUNTY AUDITOR

