

**COUNTY OF COMAL
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2019

Dept: *Veteran's Services*

DATE OF REQUEST : 01/03/19

FROM:

ACCOUNT NUMBER

DESCRIPTION:

AMOUNT:

010.028.5205

Office Supplies

(146.00)

TO:

ACCOUNT NUMBER

DESCRIPTION:

AMOUNT:

010.028.5416

Non-Capital Equipment

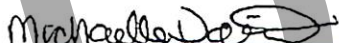
146.00

146.00


Justification for request:

To reallocate funds budgeted for the purchase of a desk that cost more than budgeted.

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