DEPARTMENT:_ Elections DEPARTMENT \#:_140 POSTING DATE:
$\qquad$
1.) The reason for this budget transfer request is:

Transfer within expenditure/revenue category (with Auditor Approval) Transfer between expenditure/revenue category (with CAO \& Auditor Approval) Increase/decrease Intrafund Transfer account (with Board Approval)* Transfer to or from Contingencies (with Board Approval)* Increase/decrease budget unit appropriation (with Board approval)* Establish/transfer funds in Fixed Assets $<\$ 10,000$ (CAO \& Auditor Approval) Establish/transfer funds in Fixed Assets $>\$ 10,000$ (with Board Approval)*

|  | Transfer within expenditure/revenue category (with Auditor Approval) <br> Transfer between expenditure/revenue category (with CAO \& Auditor Approval) | Original only Original +1 |
| :---: | :---: | :---: |
|  |  |  |
|  | Increase/decrease Intrafund Transfer account (with Board Approval)* | Original +1 |
| X | Transfer to or from Contingencies (with Board Approval)* | Original +1 |
| X | Increase/decrease budget unit appropriation (with Board approval)* | Original +1 |
|  | Establish/transfer funds in Fixed Assets $<\$ 10,000$ (CAO \& Auditor Approval) | Original +1 |
|  | Establish/transfer funds in Fixed Assets $>\$ 10,000$ (with Board Approval)* | Original +1 |


3.) In the space below, state (a) reason for transfer request, (b) reason why there are sufficient balances in affected accounts, and (c) why transfer cannot be delayed until next budget year.
a.) To purchase additional Voting Equipment for Vote Centers. Bond funding exists that are due to expire and would require some matching funds.
b.) Received Voting Modernization Bond Act funds. The Clerk / Recorder Maintenance-Structures is on hold due to current financial concerns.
c.) Bond Funds will not be available next fiscal year.

5.) Account balances verified by Auditor-Cont

Date $\qquad$ (signed)
6.) ____ Approved ____ Not approved ____ Nocommended recommended

County Administrative Officer:
Date $\qquad$ (signed)
INSTRUCTIONS

SEND ORIGINAL REQUEST FOR BUDGET TRANSFER DIRECTLY TO THE AUDITOR-CONTROLLER.
$\qquad$

