

**COUNTY OF COMAL
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2016

Dept: Constable #3 & Human Resources

DATE OF REQUEST : 05/27/16

FROM:

ACCOUNT NUMBER

DESCRIPTION:

AMOUNT:

010-035-5614

Non-Capital Equipment

(2,614.00)

TO:

ACCOUNT NUMBER

DESCRIPTION:

AMOUNT:

010-026-5624

Computer Components & Software

2,614.00

2,614.00

Justification for request:

Line-item transfer to move money to cover cost of new FSLA software.

Signed:

Signed:



Department Head

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