

**COUNTY OF COMAL  
REQUEST FOR BUDGET AMENDMENT**

BUDGET YEAR: 2016

Dept: Justice of The Peace #2

DATE OF REQUEST : 10/10/16

**FROM:**

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
010.004.5445	Reimbursed Mileage	(100.00)
010.004.5810	Dues	(132.00)
010.004.5836	Interpreter	(53.00)
		(285.00)

**TO:**

ACCOUNT NUMBER	DESCRIPTION:	AMOUNT:
010.004.5440	Continuing Ed/Travel	285.00
		285.00

**Justification for request:**

Line-item transfer to cover the costs of a TER conference in Austin, Texas.

Signed:

*Charlotte Wight*  
Department Head

Signed:

*Jessie Rahe*  
Jessie Rahe, Interim 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