

REQUEST FOR TRANSFER OF FUNDS
WITHIN DEPARTMENT APPROPRIATIONS

REQUEST NO. _____

DATE: 8-5-20

I, Amanda Fellows
(Name)

Clerk of Court
(Title)

hereby request that \$ 35,000 be transferred within the Court Assistance Fund
(Name of Fund and Department)

① \$ 10,000 from: 203.2010.5403 to: 203.2010.5402 \$ 10,000
Fund No. Serv. Contracts Fund No. Prof. Services

② \$ 15,000 from: 203.2010.5403 to: 203.2010.5502 \$ 15,000
Fund No. Serv. Contracts Fund No. Supplies

③ \$ 10,000 from: 203.2010.5201 to: 203.2010.5443 \$ 10,000
Fund No. Travel Fund No. Cap. Improvement

\$ _____ from: _____ to: _____ \$ _____
Fund No. Fund No.

\$ _____ from: _____ to: _____ \$ _____
Fund No. Fund No.

Reason for request: ① VAP Employee Benefits ② Covid-19 Supplies ③ Office Upgrade

Signed: Amanda Fellows

Date: 8-5-20

Mayor Scott Schertzer ___ Approved ___ Disapproved

Date: _____

FINANCE COMMITTEE

Chair ___ Approved ___ Disapproved

Date: _____

Member ___ Approved ___ Disapproved

Date: _____

Member ___ Approved ___ Disapproved

Date: _____