

Budget Amendment Request Form

For Budget Office Use Only	
/ Court	Non-Court
FY _____	Seq. No. _____
Approved by: <i>SS</i>	Date: <i>5-29-12</i>

Date of Request: May 29, 2012

From: Construction/Projects/Bill Burke/Lisa X5333
(Department Name / Contact Name / Phone)

/Stacey

Budget Account to Receive Budget Amendment: _____ New Existing

Project Code to Receive Amendment: New _____ Existing _____

TO Account Information:

Line Item Number	Line Item Description	Project Code	Amount
499-4118-561.75-40	ANIMAL SHELTER	NEW	\$9,223.00

FROM Account Information:

Line Item Number	Line Item Description	Project Code	Amount
499-4011-561.99-01	PROGRAM CONTINGENCY	CONTNG	\$9,223.00

FROM Total:	\$9,223.00
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Purpose for Request (please detail out what specifically the increase is needed for):

To fund cleaning return duct work, increase air flow and repair heat recovery wheel at the Animal S Shelter.
 Please issue a Project Code.

Approved, pending full court approval.
 Approval of these projects does not indicate Animal Shelter expansion of policy/operations,
Stacey Burke

 Elected Official / Department Head