

Budget Amendment Request Form

For Budget Office Use Only	
<input type="checkbox"/> Court <input type="checkbox"/> Non-Court	
FY _____ Seq. No. _____	
Approved by: _____ Date: _____	

Date of Request: October 23, 2015

From: County Court at Law 7
(Department Name / Contact Name / Phone)

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
<u>001-2001-442.64-15</u>	<u>Substitute Court Reporter</u>		<u>\$40,000.00</u>
<u>001-2001-442.64-16</u>	<u>Visiting Judges</u>		<u>\$65,000.00</u>
<u>001-1001-411.40-12</u>	<u>Temporary Full Time</u>		<u>\$20,000.00</u>
			TO Total: \$125,000.00

FROM Account Information:

Line Item Number	Line Item Description	Project Code	Amount
<u>001-2070-442.40-10</u>	<u>Regular Full Time</u>		<u>\$125,000.00</u>
			FROM Total: \$125,000.00

Purpose for Request:

County Court at Law 7 will be operating starting November 2, 2015 with Visiting Judges as well as Substitute Court Reporters and a temporary Court Coordinator until a judge is appointed to that court. Funding should cover the expenses through March 31, 2016.

Elected Official / Department Head