

**Budget Amendment Request Form**

**For Budget Office Use Only**

Date of Request: April 18, 2018

From: Tax Office / Susan Jarzombek / 5043  
(Department Name / Contact Name / Phone)

<input type="checkbox"/> Court	<input type="checkbox"/> Non-Court
FY <input type="text"/>	Seq. No. <input type="text"/>
Approved by: <input type="text"/>	Date: <input type="text"/>

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>001-3101-483-9002</u>	<u>Computer Equipment</u>	<u>N31001</u>	<u>\$4,895.00</u>

**FROM Account Information:**

Line Item Number	Line Item Description	Project Code	Amount
<u>001-3101-483-8704</u>	<u>One-Time Budget Non-Cap</u>	<u></u>	<u>\$4,895.00</u>
<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>	<u></u>
<b>FROM Total:</b>			<b>\$4,895.00</b>

**Purpose for Request:**

Price came back higher than the amount budgeted.

*Laura Boatright*

Elected Official / Department Head