

## Budget Amendment Request Form

For Budget Office Use Only

Date of Request: July 8, 2013

From: District Clerk/Michelle Patrick/4181  
(Department Name / Contact Name / Phone)

___ Court ___ Non-Court
FY ___ Seq. No. ___
Approved by: ___ Date: ___

Budget Account to Receive Budget Amendment: \_\_\_ New      X Existing

Project Code to Receive Amendment: \_\_\_ New      \_\_\_ Existing

**TO Account Information:**

Line Item Number	Line Item Description	Project Code	Amount
<u>001-2301-441-.49-10</u>	<u>Education and Conference</u>		<u>\$5,000.00</u>
TO Total:			<b>\$5,000.00</b>

**FROM Account Information:**

Line Item Number	Line Item Description	Project Code	Amount
<u>001-2301-441.65.62</u>	<u>Printed Materials</u>		<u>\$5,000.00</u>
FROM Total:			<b>\$5,000.00</b>

**Purpose for Request:**

Additional Education and Conference funds are requested due to unanticipated site visits and staff training needed due to the Supreme Court e-filing mandate that came after the FY'13 budget cycle.

Andrea Thompson  
 Elected Official / Department Head