JUSTICE COURT
PRECINCT 3-1
COLLIN COUNTY

MEMORANDUM

TO: Collin County Commissioners

FROM: Judge Chuck Ruckel

DATE: July 5, 2017

SUBJECT: Education and Conference

I would like to request a budget amendment in the amount of $3000.00 to cover negative balances for education and conference. With the new Legislative updates this year some unexpected training is required.

Budget Amendment Request Form

Date of Request: **July 5, 2017** _____

From: **JP31/Misty Beaty/3008** _____
(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
028-2430-444.49-10	Education & Conference		$2,000.00

FROM Account Information:

Line Item Number	Line Item Description	Project Code	Amount
028-0000-251-00-00	JP Court Tech		$2,000.00

FROM Total:	$2,000.00

Purpose for Request:

Transfer of funds to cover negative balance on education and conference.

_____
Elected Official / Department Head

Budget Amendment Request Form

Date of Request: **July 5, 2017** _____

From: JP31/Misty Beaty/3008 _____
(Department Name / Contact Name / Phone)

Budget Account to Receive Budget Amendment: _____ New _____**x**_____ Existing

Project Code to Receive Amendment: _____ New _____**x**_____ Existing

TO Account Information:

Line Item Number	Line Item Description	Project Code	Amount
001-2430-444.49-10	Education & Conference		$1,000.00

FROM Account Information:

Line Item Number	Line Item Description	Project Code	Amount
001-2430-444.87-01	Miscellaneous		$1,000.00

FROM Total:	$1,000.00

Purpose for Request:

Transfer of funds to cover negative balance on education and conference

_____
Elected Official / Department Head