



WEBB COUNTY BUDGET OFFICE

REQUEST FOR MINISTERIAL / EMERGENCY BUDGET AMENDMENT

INSTRUCTIONS:

ALL budget appropriation transfer requests require Budget Office approval before being presented to court for ratification. Please submit the signed form to the Budget Office for review along with copy or backup to support this request for our review. The Budget Office will send the approved form to the department via email. Agenda items must be submitted by the department requesting ministerial budget amendment.

Requesting Department : Webb County Court-at-Law II Date of Request: 05/04/2021

Request Type (check one):

Departmental Budget Amendment

Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
1001-2070-001-464010	Dues and Memberships	\$10.00
TOTAL		\$10.00

Transfer To:

Account Number	Account Name	Amount
1001-2250-001-464010	Dues and Memberships	\$10.00
TOTAL		\$10.00

Justification for Request:

To complete the State Bar of Texas dues for Associate Judge Leticia Martinez.

Approved by Department Signing Authority:

Judge Victor Villarreal
Print Name/Title

Victor Villarreal
Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date: 05.10.21
Date Entered by Budget Office: 05.04.21
BA#: BA 2021-00026561

Agenda Item : Pending
Initials: EO