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 : Elections Department **Date of Request:** 08/30/2021

Request Type (check one):

[✓] Departmental Budget Amendment [ ] Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
2026-1110-001-456205	Training and Education	$2,100.00
	TOTAL	$2,100.00

Transfer To:

Account Number	Account Name	Amount
2026-1110-001-4510001	Contract Services	$2,100.00
	TOTAL	$2,100.00

Justification for Request:

Election Chapter 19 Fund account for contract services needs budget to record payments made and reimbursed by Secretary of State.

Approved by Department Signing Authority:

Carlos Guerra, Chief Deputy Auditor — *Print Name/Title*

Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date: 09.13.21

Date Entered by Budget Office: 08.31.21

BA#: BA 2021-00043674

Agenda Item : Pending

Initials: EO

August 2020