



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: Constable Pct. 2 **Date of Request:** 12/06/2021

Request Type (check one):

Departmental Budget Amendment Emergency Budget Amendment

Transfer From:		
Account Number	Account Name	Amount
2724-259700	FUND BALANCE	\$949.53
	TOTAL	\$949.53

0.5. 12/8/21

Transfer To:		
Account Number	Account Name	Amount
2724-3180-001-456205	TRAINING AND EDUCATION	\$0.00 <i>949.53</i>
	TOTAL	\$0.00 <i>949.53</i>

949.53

Justification for Request:
FUND TRANSFER TO TRAINING AND EDUCATION FOR REGISTRATION EXPENSES.

Approved by Department Signing Authority:
Ramiro Martinez Chief Deputy *[Signature]*
Print Name/Title Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date: _____	Agenda Item: _____
Date Entered by Budget Office: _____	Initials: _____
BA#: _____	_____