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 : SHERIFF'S OFFICE **Date of Request:** 01/26/2023

Request Type (check one):

☑ Departmental Budget Amendment ☐ Emergency Budget Amendment

Transfer From:

Account Number	Account Name	Amount
2150-3010-001-451007	INVESTIGATION EXPENDITURE	$5,000.00
	TOTAL	$5,000.00

Transfer To:

Account Number	Account Name	Amount
2150-3010-001-461000	MATERIAL AND SUPPLIES	$1,500.00
2150-3010-001-455501	DRUG FREE CAMPAIGN	$3,500.00
	TOTAL	$5,000.00

Justification for Request:

DRUG FREE PROMOTIONAL ITEMS AND PICTURES

Approved by Department Signing Authority:

MARTIN CUELAAR WEBB COUNTY SHERIFF

Print Name/Title

M. Cuellar

Signature

FOR BUDGET OFFICE USE ONLY

Commissioners Court Ratification Date:

Date Entered by Budget Office: 01.27.23

BA#: 2023-00012594

01/27/23

Agenda Item :

Initials: EO

August 2020