

GASTON COUNTY BUDGET CHANGE REQUEST (BCR)

TO: Matthew Rhoten, County Manager

FROM: _____
Dept. Code Department Name

Department Director Date

REQUEST TYPE:

Line-Item Transfer Within Department & Fund

Line-Item Transfer Between Funds*

Project Transfer Within Department & Fund

Additional Appropriation of Funds*

Line-Item Transfer Between Departments

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION

As it appears in Munis

Ex. Employee Training

ACCOUNT NUMBER

4	3	3	5	6	7	4	2	6	5
Fund	Dept	Div	SubDiv	Prog	SubProg	Future	Func	Obj	Proj
XXXX	XXX	XXX	XXXXX	XXXXXX	XXXXXX	XXXX	XX	XXXXXX	XXXXX

Ex. 1000-BGT-000-00000-000000-0000000-0000-01-520011-

AMOUNT**

Ex. \$5,000.00
Ex. (\$5,000.00)

JUSTIFICATION FOR REQUEST:

** Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue do not require brackets. Please note that transfers between funds require inter-fund transfer accounts.