

GASTON COUNTY BUDGET CHANGE REQUEST	
TO:	<div style="border-bottom: 1px solid black; display: inline-block; width: 80%;"></div> Earl Mathers <div style="border-bottom: 1px solid black; display: inline-block; width: 10%;"></div> COUNTY MANAGER
FROM:	<div style="border-bottom: 1px solid black; display: inline-block; width: 100%;"></div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span>Dept. #</span> <span>Department Name</span> </div>
	<div style="border-bottom: 1px solid black; display: inline-block; width: 100%;"></div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span>Department Director's Signature</span> <span>Date</span> </div>

<input type="text"/>	Line Item Transfer Within Department & Fund	<input type="text"/>	Line Item Transfer Between Funds *
<input type="text"/>	Project Transfer Within Department & Fund	<input type="text"/>	Additional Appropriation of Funds *
<input type="text"/>	Line Item Transfer Between Departments*	<u>* Requires resolution by the Board of Commissioners</u>	

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER Fund - Dept - Subdept - Div - Acct - Subacct xx - xxxx - xxxx - xxxx - xxx - xxx	PROJECT SUBPROJECT xxxxx - xxxx	AMOUNT Whole Dollars Only (See Note Below)

County Manager/Assistant County Manager	Date	Interim Financial Services Director	Date
		Assistant Finance Director	Date

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.