

## GASTON COUNTY BUDGET CHANGE REQUEST

TO: Earl Mathers COUNTY MANAGER

FROM: 4180 Register of Deeds

Dept. # \_\_\_\_\_ Department Name \_\_\_\_\_  
*Sumner Lockridge* 8-4-2016  
 Department Director's Signature \_\_\_\_\_ Date \_\_\_\_\_

**TYPE OF REQUEST:**

- 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

Resolution # \_\_\_\_\_ Date \_\_\_\_\_

| ACCOUNT DESCRIPTION<br>(As it appears in the budget) | ACCOUNT NUMBER<br><small>Fund - Dept - Subdept - Div - Acct - Subacct</small><br><small>xx - xxxx - xxxx - xxxx - xxx - xxx</small> | PROJECT<br>SUBPROJECT<br><small>xxxxx - xxxx</small> | AMOUNT<br>Whole Dollars Only<br>(See Note Below) |
|--|---|--|--|
| Reserved Fund Balance for                            |   |  |  |
| Register of Deeds Automation Fund                    | 40-9900-991-500   |  | (\$45,000)                                       |
| Transfer to General Fund                             | 40-9800-980-010   |  | \$45,000   |
| Transfer from Capital Improvements                   | 10-9800-980-540   |  | (\$45,000)                                       |
| Special Programs                                     | 10-4180-298-000   | 17011-0001   | \$45,000   |

**JUSTIFICATION FOR REQUEST:**

To appropriate \$45,000 from Register of Deeds Automation Preservation Fund (NCGS 161-11.3) to pay for a down payment for new vendor hardware. With the payment of this down payment it will lower the monthly payments for our system.

**APPROVAL SIGNATURES:**

\_\_\_\_\_  
 County Manager/Interim Assistant County Manager      Date

\_\_\_\_\_  
 Financial Operations Manager/Asst. Financial Operations Mgr.      Date

\_\_\_\_\_  
 Interim Budget Administrator      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.