

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Earl Mathers COUNTY MANAGER

FROM: _____
Dept. # Department Name

Department Director's Signature Date

TYPE OF REQUEST:

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

Resolution # Date

ACCOUNT DESCRIPTION <small>(As it appears in the budget)</small>	ACCOUNT NUMBER <small>Fund - Dept - Subdept - Div - Acct - Subacct</small> <small>XX - XXXX - XXXX - XXXX - XXX - XXX</small>	PROJECT SUBPROJECT <small>xxxxx - xxxx</small>	AMOUNT <small>Whole Dollars Only</small> <small>(See Note Below)</small>

JUSTIFICATION FOR REQUEST:

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.