

Updated 8/29/16  
 Peggy Johnson

**CITY OF OVIEDO  
 BUDGET TRANSFER/AMENDMENT DETAIL FORM**

**For Accounting use:**

Fiscal Year: 2016 Accounting Approval: Jerry Boy  
 Period: 11 Entered By: C.H. 8/25/16  
 Transaction Date: 8/24/16 Group Number: 5504

43  
8/24/16

Department/Division Public Works - Fleet 5104

Dept. Authorization Bobby Wyatt

Account Number	Fund / Account Description	Increase	Decrease
504-5104-541.44-20 ✓	Rentals & Leases / Office Equipment ✓	120	
504-5104-541.52-04 ✓	Operating Supplies / Small Tools ✓		-120 ✓
<b>TOTAL</b>		<b>\$120</b>	<b>-\$120</b>

**Notes / Comments**  
 Request to transfer from the Small Tools account to the 44-20 account to cover a line item shortage in this account for copy costs on P.O. #160133 w/ Ricoh USA, for the remainder of this fiscal year.

Approved By: Check Appropriate Box <u>TR 8/23/16</u>	City Council: Exceeds \$35,000	Informational Note Only: Programs/Capital not budgeted must be presented to Council	Resolution # xxxx-16
	City Manager: Less than \$35,000		Approval Date: 08/16/2016
	Mgt Srvc Director: Internal		BA # - 2016 - <u>178</u>
	Signature: _____	[Date Signed: _____]	

Robert R Hayes 8/24/16