BUDGETARY TRANSFER REQUEST FORM

Warren County School District

	vidual Requesting ansfer of Funds:		James Evers	27		
Date:	1/21/20201	n	Building:	Warren C	County Caree	r Center
Budget Year:	2020-2021			•	This is the	ount not
Budget Request #1	From (Ca)		The amount of funds requested for transfer from this account indicates more funds are available than required this year.	L	the current	balance
#1	From(Cr):				 ≠	Adjusted
	BUN#	Acct#	Account Description	Amount of Transfer Requested	Current Budget Amount	Budget After Transfer
	01.1390.000.24.07.000	515	Field Trips	2,000.00	2,000.00	0.00
				,		0.00
						0.00
			TOTAL CREDITS	2,000.00	2,000.00	0.00
Budget Request			The amount of funds requested for transfer to this account indicates more funds are needed than estimated for this year.	This is the current "budget," amount not the current balance		
#1	To (Db):					
	BUN#	Acct#	Account Description	Amount of Transfer Requested	Current Budget Amount	Adjusted Budget After Transfer
	01.2390.000.24.07.000	610	Principal General Supplies	2,000.00	10,000.00	12,000.00
						0.00
						0.00
			TOTAL DEBITS	2,000.00	10,000.00	12,000.00

<u>Directions:</u> This form is to be submitted by the individual who has <u>"budget oversight responsibility"</u> and the authority to transfer funds in accordance with Board Policy. When it is determined that a specific budget account requires additional funds beyond those originally budgeted to meet approved/planned expenditures, a request may be made to transfer funds from a budget account that has "excess funds" available from what was estimated in the budget. Questions on any requested budget transfers should be forwarded to the Director of Business Services.

CENTRAL OFFICE APPROVAL:

4.12.2017 ACT2 Budgetary Transfer Request Form DATE: //24/21