City of Sonora

Budget Transfer Request Form
Finance Office

Date : 10/5/2020 **Fiscal Year :** 20/21

Department : Police Department

Transfer From (Decrease)				
Fund	**Department**	**Account #**	**Description**	**Amount**
Total				**$ -**

Donation

Transfer To (Increase)				
Fund	**Department**	**Account #**	**Description**	**Amount**
001	5000	51120	Safety Supplies	$ 7,466.23
Total				**$ 7,466.23**

REQUIRED: Please provide justification to support the need for the budget transfer.

Donation from Faith Hamilton's Senior Project in the amount of $7,466.23. This donation is being made to purchaseload-bearing vests for patrol officers.

Finance Use Only

Transaction Date: _____

Document Number: _____

Entered By: _____

Authorization

Department Head _____ (Date)

Finance Director _____ (Date)