DESERT COMMUNITY COLLEGE DISTRICT **BUDGET TRANSFER REQUEST**

Division Requesting Transfer Information Technology

Reason for Transfer To cover negative balance

Requested by Marlene Reynolds Date 12/22/2020

Approving Signature Date 12/22/2020

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**TRANSFER FROM: AMOUNT TRANSFER TO:**

Fund, Site, Location, Program, Object whole $ amts. only Fund, Site, Location, Program, Object

 $173.00 

 $amount 

 $amount 

 $amount 

 $amount 

PLEASE FILL IN ALL AREAS COMPLETELY

ATTACH APPROPRIATE DOCUMENTATION

SIGN, DATE AND SEND TO FISCAL SERVICES

FOR FISCAL SERVICES USE ONLY - DO NOT WRITE BELOW THIS LINE

Entered By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reviewed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Transaction code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_