

**DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October, 2022**

From: 1000
Company #

FACILITIES MANAGEMENT
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1100	53210		ELECTRICITY	\$ 50,000.00	2,154,154.72	2,104,154.77	3/1/23
Total				\$ 50,000.00			

To: 1000
Company #

FACILITIES MANAGEMENT
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
1100	52280		CLEANING SUPPLIES	\$ 50,000.00	(15,786.81)	34,213.19	3/1/23
Total				\$ 50,000.00			

Reason for Request:

Budget transfer needed for unforeseen increase in cost of toilet tissue and paper towels for the county campus. Went out to bid in November, 2022 and our cost more than doubled.

Signature on file

Nondepartment Head

Signature on file

Chief Financial Officer

3/1/23

Date

3/1/23

Date

Activity

(optional)

****Please sign in blue ink on the original form****

Finance Department Use Only			
Fiscal Year <u>23</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____	Released & Posted By/Date _____		

PW - 3/7/23

FIN/CB - 3/14/23