

**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