

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 1000
Company #

STATE'S ATTORNEY
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	
6500	54110		EQUIPMENT AND MACHINERY	\$ 3,000.00	58,368.00	55,368.00	11/10/25
Total				\$ 3,000.00			

To: 1000
Company #

STATE'S ATTORNEY
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	
6500	54100	0700	IT EQUIPMENT - CAPITAL LEASE	\$ 3,000.00	1,435.50	4,435.50	11/10/25
Total				\$ 3,000.00			

Reason for Request:

To pay for Toshiba copier leasing for the remainder of the fiscal year.

Department Head

11/10/25
Date

Activity

(optional)

Chief Financial Officer

11/13/25
Date

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

Finance Department Use Only			
Fiscal Year <u>25</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____		Released & Posted By/Date _____	

JPS - 11/18/25

FIN/CB - 11/25/25

[Handwritten mark]