

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 1100
Company #

RECORDER DOCUMENT STORAGE
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	
4310	53090		OTHER PROFESSIONAL SERVICES	\$ 1,670.00	161,575.25	159,905.25	11/5/24
Total				\$ 1,670.00			

To: 1100
Company #

RECORDER DOCUMENT STORAGE
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	
4310	54100	0700	IT EQUIPMENT - CAPITAL LEASE	\$ 1,670.00	2.42	1,672.42	11/5/24
Total				\$ 1,670.00			

Reason for Request:

To cover remainder of Konica Lease payments (Oct & Nov).

Department Head

11-5-24
Date

Activity

(optional)

Chief Financial Officer

11/5/24
Date

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

Finance Department Use Only			
Fiscal Year <u>24</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____	Released & Posted By/Date _____		

FIN - 11/12/24
CB - 11/12/24

(Handwritten mark)