

DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective April 1, 2025

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	50040		PART TIME HELP	\$ 10,000.00	10,000.00	0	8/19/25
4310	50010		OVERTIME	\$ 750.00	10,000.00	9,250.00	8/19/25
Total				\$ 10,750.00			

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	51010		EMPLOYER SHARE IM.R.F.	\$ 3,750.00	8,537.36	12,287.36	8/19/25
4310	51030		EMPLOYER SHARE SOCIAL SECURITY	\$ 1,500.00	8,179.75	9,679.75	8/19/25
4310	51040		EMPLOYEE MED & HOSP INSURANCE	\$ 4,000.00	16,182.25	20,182.25	8/19/25
4310	51000		BENEFIT PAYMENTS	\$ 1,500.00	(1,489.13)	10.87	8/19/25
Total				\$ 10,750.00			

Reason for Request:

To cover for underbudgeted cost of employee benefits: IMRF, Social Security, Health Insurance & Benefit Payout.

Department Head

Chief Financial Officer

Activity

(optional)

\*\*\*\*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 _____		

FIN - 8/26/25  
CB - 8/26/25

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