

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 1000
Company #

CIRCUIT COURT
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	
5900	52200		OPERATING SUPPLIES & MATERIALS	\$ 1,525.00	10,340.77	8,815.77	10/31/25
Total				\$ 1,525.00			

To: 1000
Company #

CIRCUIT COURT
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	
5900	54100	0700	IT EQUIPMENT - CAPITAL LEASE	\$ 1,025.00	62.80	1,587.80	10/31/25
5900	53800	0001	COPIER USAGE	\$ 500.00	63.66	563.66	10/31/25
Total				\$ 1,525.00			

Reason for Request:

Moving funds to accommodate copier lease and usage charges until the end of FY 25

Activity

(optional)

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

10/31/25
Date
11/4/25
Date

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/UB - 11/25/25

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