

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective January 22, 2024

From: 1500
Company #

DOT FLEET SERVICE
From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance	B/S Fund
					Prior to Transfer	After Transfer		
3520	50080		SALARY & WAGE ADJUSTMENTS	\$ 2,362.00	26,784.00	24,422.00	5/24/24	1500-9100
Total				\$ 2,362.00				

To: 1500
Company #

DOT FLEET SERVICE
To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance	B/S Fund
					Prior to Transfer	After Transfer		
3520	51000		BENEFIT PAYMENTS	\$ 1,862.00	11,861.89	0.11	5/24/24	1500-9100
3520	51080		WEARING APPAREL REIMBURSEMENT	\$ 500.00	1500.00	0	5/24/24	1500-9100
Total				\$ 2,362.00				

Reason for Request:

Funds needed for benefits and wearing apparel reimbursements. Benefit payment is due to a employee leaving the department and having his PTO paid out. The wearing apparel reimbursement is due to an additional mechanic being hired and being entitled to their \$500 for wearing apparel.

Signature on File

Department Head _____ Signature on File _____

Activity _____
(optional)

Chief Financial Officer _____

5/23/2024
Date
5/28/24
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 _____		

DOT - 6/4/24
FIN/CB - 6/11/24

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