

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 25 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

JPS - 11/18/25

FIN/CB - 11/25/25

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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	53817		JURORS/WITNESS FEES	\$ 3,500.00	3,500.00	0	11/7/25
5900	53370		REPAIR & MTCE OTHER EQUIPMENT	\$ 1,549.00	1,549.10	0.10	11/7/25
5900	53806		SOFTWARE & MAINTENANCE	\$ 1,000.00	1,028.52	28.52	11/7/25
5900	53808		STATUTORY & FISCAL CHARGES	\$ 784.00	284.00	0	11/7/25
5900	53070		MEDICAL SERVICES	\$ 2,328.00	10,125.00	7,597.00	11/7/25
Total				\$ 8,861.00			

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	54010		BUILDING IMPROVEMENTS	\$ 8,861.00	0	8,861.00	11/7/25
Total				\$ 8,861.00			

Reason for Request:

Budget transfer to cover prepaid expenses for extended service warranties.

Department Head

11/7/25
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

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

Department head

Chief Financial Officer

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/CB-11/25/25

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