

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	\$ 35,000.00	159,156.85	124,156.85	11/15/24
Total				\$ 35,000.00			

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	51000		BENEFIT PAYMENTS	\$ 35,000.00	32,406.36	2,593.64	11/15/24
Total				\$ 35,000.00			

Reason for Request:

To cover employee retention and vacation payouts.

Department Head

Chief Financial Officer

Activity

(optional)

11-14-24
 Date

11/19/24
 Date

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

Finance Department Use Only

Fiscal Year 24 Budget Journal # _____ Acctg Period _____

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

FIN-11/26/24
 CB-11/26/24