

DuPage County, Illinois
BUDGET ADJUSTMENT
Effective October 1, 2024

From: 1000
Company #

REGIONAL OFFICE OF EDUCATION
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	
5700	53500		MILEAGE EXPENSE	\$ 365.00	2,326.34	1,961.34	10/16/25
Total				\$ 365.00			

To: 1000
Company #

REGIONAL OFFICE OF EDUCATION
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	
5700	54100	0700	IT EQUIPMENT - CAPITAL LEASE	\$ 365.00	90.56	455.56	10/16/25
Total				\$ 365.00			

Reason for Request:

54100-0700 is short for Toshiba invoices based on the contract with the county.

Department Head

Chief Financial Officer

Activity

(optional)

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

10/16/2025
Date
10/17/25
Date

Finance Department Use Only			
Fiscal Year <u>25</u>	Budget Journal # _____	Acctg Period _____	
Entered By/Date _____	Released & Posted By/Date _____		

FIN - 10/28/25
CB - 10/28/25

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