

DuPage County, Illinois
 BUDGET ADJUSTMENT
 Effective January 22, 2024

NEUTRAL SITE CUSTODY EXCHANGE

From: 1400
 Company #

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		
5920	50080		SALARY & WAGE ADJUSTMENTS	\$ 3,123.00	3,123.00	0	11/15/24	1400-9104
5920	53828		CONTINGENCIES	\$ 4,250.00	5,560.00	1,310.00	11/15/24	1400-9104
5920	52000		FURN/MACH/EQUIP SMALL VALUE	\$ 1,200.00	4,415.94	3,215.94	11/15/24	1400-9104
Total				\$ 8,573.00				

NEUTRAL SITE CUSTODY EXCHANGE

To: 1400
 Company #

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		
5920	50000		REGULAR SALARIES	\$ 3,123.00	2,034.65	5,157.65	11/15/24	1400-9104
5920	51040		EMPLOYEE MED & HOSP INSURANCE	\$ 4,250.00	(3,495.78)	754.22	11/15/24	1400-9104
5920	50040		PART TIME HELP	\$ 1,200.00	7,228.71	8,428.71	11/15/24	1400-9104
Total				\$ 8,573.00				

Reason for Request:

Budget transfer to move funds from Salary & Wage Adjustment, Contingencies, and Furniture/Machine/Equipment Small Value to Regular Salaries, Employee Medical & Hospital Insurance and Part-Time help to cover the expected shortages in these personnel accounts for the remainder of FY24.

Signature on file

Department Head [Signature]

Chief Financial Officer _____

11/14/24
 Date

11/19/24
 Date

Activity _____
 (optional)

****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 _____

JPS - 12/3/24
 FIN/CB - 12/10/24

[Handwritten mark]