

**DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective May 3, 2023**

ETSB-EQUALIZATION

From: 4000  
Company #

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	
5820	54110		EQUIPMENT AND MACHINERY	\$ 1,000.00			
Total				\$ 1,000.00			

To: \_\_\_\_\_  
Company #

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	
5820	54107		SOFTWARE	\$ 1,000.00			
Total				\$ 1,000.00			

Reason for Request:

Budget transfer for FY24 to move funds from 4000-5820-54110 (Capital Equipment and Machinery) to 4000-5820-54107 (Capital Software) for charges associated with the new interface for the LEADS data with the Illinois State Police. [Total Transfer Amount: \$1,000.00]

\_\_\_\_\_  
Department Head Date

Activity \_\_\_\_\_  
(optional)

\_\_\_\_\_  
Chief Financial Officer Date

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

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