

DuPage County, Illinois
 BUDGET ADJUSTMENT
 Effective October 1, 2024

From: 1100
 Company #

G.I.S.
 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	
2900	53800	0000	PRINTING	\$ 100.00	2,000.00	1,500.00	2/5/26
2900	54100	0000	IT EQUIPMENT	\$ 750.00	13,000.00	2,250.00	2/5/26
Total				\$ 850.00			

To: 1100
 Company #

G.I.S.
 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	
2900	53800	0001	COPIER USAGE	\$ 100.00	0	100.00	2/5/26
2900	54100	0700	IT EQUIPMENT - CAPITAL LEASE	\$ 750.00	0	750.00	2/5/26
Total				\$ 850.00			

Reason for Request:

Moving from incorrectly budgeted lines for copier usage & lease in FY25.

Signature on File _____

02/05/2026

Department Signature on File _____

Date

2/6/24

Activity _____
 (optional)

Chief Financial Officer _____

Date

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

Finance Department Use Only

Fiscal Year 26 Budget Journal # _____ Acctg Period _____

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

Tech - 2/17/26
 FIN/OR - 2/24/26