

DuPage County, Illinois
BUDGET ADJUSTMENT
 Effective January 22, 2024

From: 4000
 Company #

ETSB-EQUALIZATION
 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	53828		CONTINGENCIES	\$ 12,000.00			
Total				\$ 12,000.00			

To: 4000
 Company #

ETSB-EQUALIZATION
 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	54100	0700	IT EQUIPMENT - CAPITAL LEASE	\$ 12,000.00			
Total				\$ 12,000.00			

Reason for Request:

Budget transfer for FY24 to move funds from 4000-5820-53828 (Contingencies) to 4000-5820-54100-0700 (IT Equipment - Capital Lease) for charges associated with the Canon copier lease contract PO 3880-1 and Toshiba contract PO 6956-1 per GASB 87 [Total Transfer Amount: \$12,000.00]

 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 _____