

**RUTHERFORD COUNTY, TENNESSEE
BUDGET AMENDMENT REQUEST
GENERAL FUND**

Requesting Department: Finance

Signature of Department Head: _____

Date Requested: February 4, 2015

Approved By: _____

Date Approved: _____

Account No. & Description	Original Budget	Amended to Date	Actual to Date	Requested Increase	Requested Decrease	Amended Appropriation
101-52100-719 Office Equipment	\$ -	\$ -	\$ -	\$ 3,210		\$ 3,210
101-52100-435 Office Supplies	\$ 26,000	\$ 25,060	\$ 10,240		\$ 3,210	\$ 21,850

EXPLANATION FOR ABOVE AMENDMENT REQUEST

To replace 11 year old folder-sealer used for checks, W-2's and 1099's.

Finance Department Use Only

Date Posted: _____

Posted By: _____