

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

Requesting Department: Risk Management
 Signature of Department Head: [Signature]
 Date Requested: March 25, 2015
 Approved By: [Signature]
 Date Approved: 4/7/15

Account No. & Description	Original Budget	Amended to Date	Actual to Date	Requested Increase	Requested Decrease	Amended Appropriation
101-51920-355 Travel	\$ 1,500	\$ 1,500	\$ 1,383	\$ 900		\$ 2,400
101-51920-399 Other Contracted Services	\$ -	\$ 19,200	\$ 14,620		\$ 900	\$ 18,300

EXPLANATION FOR ABOVE AMENDMENT REQUEST

Making request to transfer for employees to attend training and to attend conference to gain knowledge to improve job performance and department services.

Finance Department Use Only

Date Posted: _____
 Posted By: _____