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SEP 21 2021

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FINANCE DIRECTOR'S OFFICE

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Seth O'Neill, Director	FROM:	Lucinda Wright
BUREAU:	Department of Finance	BUREAU:	CED-Special Events/LIP

TRANSFER DETAIL

Date of Request:	Fund: General	Transfer Amount:	$40,000.00

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT ($)	ORIGINAL APPROPRIATION ($)	CURRENT ACCOUNT TOTAL ($)	ACCOUNT TOTAL AFTER TRANSFER ($)
000-09-0901-0004-26	$40,000.00	$40,000.00	$40,000.00	-
Printing				-
				-
				-
				-
				-
				-
				-
				-
				-

TO (CREDIT)

000-09-0901-0004-40	$20,000.00	$0.00	$0.00	20,000.00
Civic Expenses				-
000-09-0901-0005-40	$16,000.00	$13,250.00	$13,250.00	29,250.00
Civic Expenses				-
000-09-0901-0005-68	$4,000.00	$8,750.00	$3,714.00	7,714.00
Operting Materials & Supp.				-
				-

Reason Transfer is Required:

We needed to create a 40 account in Special Events and we needed to add more funds to the 40 account in Lights in the Parkway because we needed to increase stipend funds because LIP season will be longer this year due to 25th Anniversary. Supplies were increase to help pay for supplies needed for a longer duration.

Reason Funds are Available for Transfer:

There was no Adventure Allentown publications this year so the Special Events funds set aside for printing costs was available.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than $5,000.00		
X	Amount is greater than $5,000.00		
Department Head/Deputy Director:		Date:	9/21/2021
Director of Finance/Deputy Director:		Date:	9/22/21
City Controller (if amount is greater than $5,000):		Date:	9-24-21
Mayor/Managing Director (if amount is greater than $5,000):		Date:	9/24/21
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:	

CITY COUNCIL

Julio Guridy, President:	[ ] Approved [ ] Disapproved	Date:	
Cynthia Mota, Vice President	[ ] Approved [ ] Disapproved	Date:	
Ce-Ce Gerlach, Councilperson	[ ] Approved [ ] Disapproved	Date:	
Candida Affa, Councilperson	[ ] Approved [ ] Disapproved	Date:	
Joshua Siegel, Councilperson	[ ] Approved [ ] Disapproved	Date:	
Ed Zucal, Councilperson	[ ] Approved [ ] Disapproved	Date:	
Daryl Hendricks, Councilperson:	[ ] Approved [ ] Disapproved	Date:	