

RECEIVED

DEC 07 2021

Posting Year:	Posting Date:	Posting #	Doc #
" Period:		Ref #	Initials:

FINANCE DIRECTOR'S OFFICE CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Seth O'Neill, Director	FROM: Barbara Wagenhurst, Fin. Operations Manager
BUREAU: Department of Finance	BUREAU: Finance

TRANSFER DETAIL

Date of Request: 7-Dec-21 Fund: General Transfer Amount: \$6,000.00

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-01-0609-0001-78	\$6,000.00	350,000.00	\$69,516.47	63,516.47
Contingency				-
				-
				-
				-
				-
				-
				-
				-
				-

TO (CREDIT)

000-07-0604-0001-46	\$6,000.00	\$500,246.58	\$139,758.28	145,758.28
Operating Materials & Supp.				
				-
				-
				-

Reason Transfer is Required:

Admins Software Service Request to allow Revenue and Audit to sort files by zip code to allow the Mail Room to send out bulk mailings (over 500) at a discounted bulk rate postage price.

Reason Funds are Available for Transfer:

The purpose of this account is to provide funds for unbudgeted expenses. Sufficient funds remain for other end of year non-budgeted expenses.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

<input type="checkbox"/>	Amount not more than \$5,000.00
<input checked="" type="checkbox"/>	Amount is greater than \$5,000.00
Department Head/Deputy Director:	<i>[Signature]</i> Date: 12/17/21
Director of Finance/Deputy Director:	<i>[Signature]</i> Date: 12/17/21
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i> Date: 12-8-21
Mayor/Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i> Date: 12/9/21
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

CITY COUNCIL

Julio Guridy, President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Cynthia Mota, Vice President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ce-Ce Gerlach, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Candida Affa, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Joshua Siegel, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ed Zucal, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Daryl Hendricks, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: