2026 Budget Year	Budget Office Only:			
	Posting Year:	Released Date:	Munis Journal Ref #:	
	Period:	Posted Date:	Analyst Initials:	

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Bina Patel, Director of Finance	FROM:	Tawanna L Whitehead
BUREAU:	Department of Finance	BUREAU:	City Council/Clerk's Office

TRANSFER DETAIL

Date of Request:	30-Jun-26	Fund:	General	Transfer Amount:	$ 2,000.00

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT ($)	ADJUSTED APPROPRIATION ($)	CURRENT ACCOUNT TOTAL ($)	ACCOUNT TOTAL AFTER TRANSFER ($)
000-01-0101-0001-50046	$ 2,000.00	$ 464,639.53	$ 350,350.00	$ 348,350.00
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -

TO (CREDIT)

000-07-0604-0030-50072	$ 20,000.00	$ 197,388.06	$ 82,330.36	$ 102,330.36
Other Contract Services				$ -
				$ -
				$ -
				$ -
				$ -
				$ -

REASON TRANSFER IS REQUIRED:

A budget transfer into IT's equipment Account #000-07-0604-0030-50072 for the $2,000.00 that was agreed by (Mike Hanlon and Genesis Ortega) to fund the purchase of a new printer in the City Council office.

REASON FUNDS ARE AVAILABLE FOR TRANSFER:

City Council needs the transfer for IT to purchase a new printer for Council's office.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

X	Check if amount is equal to or less than $5,000.00
	Check if amount is greater than $5,000.00

Department Head/Deputy Director:	MPR Maria Napoli	Date: 7/10/2026
Director of Finance/Deputy Director:		Date:
City Controller (if amount is greater than $5,000):		Date:
Mayor/Managing Director (if amount is greater than $10,000):		Date:
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:

CITY COUNCIL

Santo Napoli, President	[ ] Approved [ ] Disapproved		Date:
Cynthia Mota, Vice President	[ ] Approved [ ] Disapproved		Date:
Candida Affa, Councilperson	[ ] Approved [ ] Disapproved		Date:
Cecilia Gerlach, Councilperson	[ ] Approved [ ] Disapproved		Date:
Cristian Pungo, Councilperson	[ ] Approved [ ] Disapproved		Date:
Jeremy Binder, Councilperson	[ ] Approved [ ] Disapproved		Date:
Natalie Santos, Councilperson	[ ] Approved [ ] Disapproved		Date: