

Do not write in this space

Request No. \_\_\_\_\_  
(For Finance Department Use Only)

### CITY OF AURORA

### Budget Transfer/Amendment Request Form

Date of Request: April 12, 2018

For Fiscal Year: 2018

Department: Public Works

Division: Parks & Recreation

CIP No.	From Account No. *	Amount **	CIP No.	To Account No. *	Amount **
	340 - 4440 - 451 . 38 - 89	\$ 1,000.00		340 - 4440 - 451 . 63 - 99	\$ 1,000.00
	340 - 4440 - 451 . 65 - 05	\$ 200.00		340 - 4440 - 451 . 63 - 99	\$ 200.00
	- - . -	\$		- - . -	\$
	- - . -	\$		- - . -	\$
	- - . -	\$		- - . -	\$
	- - . -	\$		- - . -	\$

\* No transfers between funds.  
\*\* Minimum \$200; nearest \$100

Check below if this is a request for a budget amendment:

A budget amendment is requested for the accounts and amounts shown in the "To Account" column above for which corresponding accounts and amounts are not shown in the "From Account" column. The current departmental or fund budget, as appropriate, is insufficient to absorb expenditures/expenses that are now expected for the remainder of this fiscal year.

**Justification:**

Transfer is needed for the additional funds to purchase a replacement Tram for the Parks Division.

#### Signatures and Approval

Dept./Div. Head 1: 

Dept./Div. Head 2: \_\_\_\_\_

Chief Financial Officer: \_\_\_\_\_  
Comments: \_\_\_\_\_

Approved/Disapproved/Referred to the Mayor

Mayor: \_\_\_\_\_  
Comments: \_\_\_\_\_

Approved/Disapproved