AC Template (for authorizing expenditures)

*AC lines increment by 10 (i.e. line 1 = 10, line 2 = 20, etc.)

*If AC has fewer than three lines please delete unnecessary rows; if more than 3 lines please insert rows.

Ord
Number
2170-2022

Type of AC	Purchase
Requested	Requisition (PR)#
ACPO	

Line # of AC	Procurement Category	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Planning Area	Amount
10		45	4501	10	69101	2249	224908	CW001							723,133
20		48	4801	06	66550	2248	224809	CD123							1,500,000.00
30		48	4801	06	66550	2248	224850	CD123							1,500,000.00
															3,723,133.00

Template for Authorizing Appropriation

If fewer than three lines are needed please delete rows
If more than 3 lines are needed lease insert rows.

Ord									
Number									
2170-									
2022									

Line#	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Section 3	Section 4	Section 5	Project ID	Amount
10	45	4501	10	69101	2249	224908	CW001					723,133
20	48	4801	6	66550	2248	224809	CD123					1,500,000.00
30	48	4801	6	66550	2248	224850	CD123					1,500,000.00

Template To Authorize Transfer Between Different Funds

If fewer than three lines are needed please delete rows If more than 3 lines are needed lease insert rows.

Ord Number 2170-2022

TRANSFER FROM(10/69101)

Line#	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1	4501	10	69101	2249	224908	CW001						\$ 723,133.00

TRANSFER OUT \$ 723,133.00

TRANSFER TO (80/49001):

Line#	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1	4501	80	49001	2248	224809	CD123						\$ 723,133.00

TRANSFER IN \$ 723,133.00

Template To Authorize Transfer Between Projects or Subfunds WITHIN the Same Fund

If fewer than three lines are needed please delete rows

If more than 3 lines are needed lease insert rows.

Ord
Number

Transfer From:

Line #	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1												
2												
3												

Transfer To:

Line #	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1												
2												
3												