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
1525-2023

Type of AC Requested	Purchase Requisition (PR)#
ACPR	N/A

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	N/A	60	6001	02	62010	6000	000000	DU001	600119	N/A	N/A	N/A	N/A	N/A	\$100,000.00

\$100,000.00

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

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Section 3	Section 4	Section 5	Project ID	Amount
1												
2												
3												

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

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												

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.

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1525-2023

Transfer From:

Line #	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1	6001	03	63050	6300	000000	CW001	600101	N/A	N/A	N/A	N/A	\$15,250
2	6001	03	63050	6000	000000	CW001	600101	N/A	N/A	N/A	N/A	\$97,000
3	6001	03	63050	6100	000000	CW001	600101	N/A	N/A	N/A	N/A	\$108,750
4	6001	03	63050	6200	000000	CW001	600101	N/A	N/A	N/A	N/A	\$29,000

Transfer To:

Line #	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1	6001	02	62010	6300	000000	DU001	600119	N/A	N/A	N/A	N/A	\$15,250
2	6001	02	62010	6000	000000	DU001	600119	N/A	N/A	N/A	N/A	\$97,000
3	6001	02	62010	6100	000000	DU001	600119	N/A	N/A	N/A	N/A	\$108,750
4	6001	02	62010	6200	000000	DU001	600119	N/A	N/A	N/A	N/A	\$29,000