

\*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*

## Ordinance Attachment - AC Template (Expenditure Authorization)

Ord Number
<b>3201-2025</b>

Type: ACDI, ACPO,ACPR	Purchase Requisition (PR)#
ACPO	

Line # of AC	Project ID	Procurement Category	Dept	Div.	Ob. Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Header	Optional Field	Planning Area	Amount	Project Name
10			44	4410	03	63990	1000	100010	HS003							\$ 9,500.00	
																\$ 9,500.00	

*\*If fewer than three lines please delete unnecessary rows; if more than 3 lines please insert rows*

**Ordinance Attachment**

**Template to Authorize Transfer** [Between Projects or Subfinds WITHIN the Same Fund](#)

Ord Number
<b>3201-2025</b>

**Transfer From:**

Line #	Dept	Div.	Ob. Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Header	Optional Field	Amount	Project Name
	44	4410	05	65025	1000	100010	HS003							\$ 9,500.00	
														<b>\$ 9,500.00</b>	

**Transfer To:**

Line #	Dept	Div.	Ob. Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Header	Optional Field	Amount	Project Name
	44	4410	03	63990	1000	100010	HS003							\$ 9,500.00	
														<b>\$ 9,500.00</b>	