

## ORDINANCE ATTACHMENT

### 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 |
|-----|--------|
|     |        |

|                      |                            |
|----------------------|----------------------------|
| Type of AC Requested | Purchase Requisition (PR)# |
| ACPO                 |                            |

[illegible]

**ORDINANCE ATTACHMENT****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 |
|------------|
| 0867-2025  |

| Line # | Dept | Div  | Obj Class | Main Acct | Fund | Subfund | Program | Section 3 | Section 4 | Section 5 | Project ID | Amount       |
|--------|------|------|-----------|-----------|------|---------|---------|-----------|-----------|-----------|------------|--------------|
| 1      | 50   | 5001 | 01        | 61000     | 2251 |         | HE009   | 500117    |           |           | TBD        | \$ 42,100.00 |
| 2      | 50   | 5001 | 02        | 62000     | 2251 |         | HE009   | 500117    |           |           | TBD        | \$ 1,000.00  |
| 3      | 50   | 5001 | 03        | 63000     | 2251 |         | HE009   | 500117    |           |           | TBD        | \$ 9,400.00  |

## Template To Authorize Transfer Between Different Funds

*If more than 3 lines are needed lease insert rows.*

| Ord | Number |
|-----|--------|
|     |        |

[illegible][illegible]

## ORDINANCE ATTACHMENT

## 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 please insert rows.*

| Ord | Number |
|-----|--------|
|     |        |

**Transfer From:**[illegible]

**Transfer To:**

[illegible]