

\*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)**

<b>Ord Number</b>
<b>1770-2026</b>

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

**This is a Directors Office contract - 4-way split. Is it possible to have this set up as 1 line using the Distributed Amounts?**

Line # of AC	Project ID	Procurement Category	Dept	Div.	Ob. Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Optional Field	Planning Area	Amount	Project Name
10			60	6001	05	65026	6000	000000	CW001	600101					\$ 3,880.00	
20			60	6001	05	65026	6100	000000	CW001	600101					\$ 4,350.00	
30			60	6001	05	65026	6200	000000	CW001	600101					\$ 1,160.00	
40			60	6001	05	65026	6300	000000	CW001	600101					\$ 610.00	
															<b>\$ 10,000.00</b>	

*\*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 Subfunds WITHIN the Same Fund**

Ord Number
<b>1770-2026</b>

**Transfer From:**

Line #	Dept	Div.	Ob. Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount	Project Name
1	60	6001	03	63310	6000	000000	CW001	600101					\$ 3,880.00	
2	60	6001	03	63310	6100	000000	CW001	600101					\$ 4,350.00	
3	60	6001	03	63310	6200	000000	CW001	600101					\$ 1,160.00	
4	60	6001	03	63310	6300	000000	CW001	600101					\$ 610.00	
													<b>\$ 10,000.00</b>	

**Transfer To:**

Line #	Dept	Div.	Ob. Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount	Project Name
1	60	6001	05	65026	6000	000000	CW001	600101					\$ 3,880.00	
2	60	6001	05	65026	6100	000000	CW001	600101					\$ 4,350.00	
3	60	6001	05	65026	6200	000000	CW001	600101					\$ 1,160.00	
4	60	6001	05	65026	6300	000000	CW001	600101					\$ 610.00	
													<b>\$ 10,000.00</b>	