## ORDINANCE ATTACHMENT

## AC Template (for authorizing expenditures)

<sup>\*</sup>If AC has fewer than three lines please delete unnecessary rows; if more than 3 lines please insert rows.

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

| Line # of<br>AC | Div   | Obj Class | Main Acct | Fund | Subfund | Program | Procurement<br>Category | Project<br>ID | Sect 3 | Sect 4 | Sect 5 | Optional<br>Field | Planning<br>Area | Amount   |
|-----------------|-------|-----------|-----------|------|---------|---------|-------------------------|---------------|--------|--------|--------|-------------------|------------------|----------|
| 10              | 20-01 | 3         | 63920     | 1000 | 100018  | CW002   |                         |               |        |        |        |                   |                  | 3,000.00 |

<sup>\*</sup>AC lines increment by 10 (i.e. line 1 = 10, line 2 = 20, etc.)

## 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.

| Line # | Div   | Obj Class | Main<br>Acct | Fund | Subfund | Program | Project<br>ID | Section 3 | Section 4 | Section 5 | Amount   |
|--------|-------|-----------|--------------|------|---------|---------|---------------|-----------|-----------|-----------|----------|
| 1      | 20-01 | 3         | 63920        | 1000 | 100018  | CW002   |               |           |           |           | 3,000.00 |