

**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 ple*

Type of AC Requested	Purchase Requisition (PR)#
ACPR	

Line # of AC	Dept.	Div	Obj Class	Main Acct	Fund	Subfund
10	51	5101	06	66510	7747	n/a

ase insert rows.

Program	Procurement Category	Project ID
RP019	Commercial and industrial furniture	P510040-100000

Sect 3	Sect 4	Sect 5	Optional Field	Planning Area	Amount
n/a	n/a	n/a	n/a	99	50,000.00



Section 4	Section 5	Amount
		50,000.00

**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 lease insert rows.***Transfer From:**

Line #	Div	Obj Class	Main Acct	Fund	Subfund	Program	Project ID	Sect 3	Sect 4	Sect 5	Optional Field	Amount
1	5101	6	66510	7747	n/a	RP019	P510047-100000					\$10,000.00
2	5101	6	66510	7747	n/a	RP019	P510053-100000					\$10,000.00
3	5101	6	66510	7747	n/a	RP019	P510056-100000					\$10,000.00
4	5101	6	66510	7747	n/a	RP019	P510061-100000					\$10,000.00
5	5101	6	66510	7747	n/a	RP019	P510063-100000					\$10,000.00
												\$50,000.00

**Transfer To:**

Line #	Div	Obj Class	Main Acct	Fund	Subfund	Program	Project ID	Sect 3	Sect 4	Sect 5	Optional Field	Amount
1	5101	6	66510	7747	n/a	RP019	P510040-100000					\$50,000.00