

## 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)# |
|----------------------|----------------------------|
|                      |                            |

[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<br>Number |
|---------------|
| 2247-2018     |

| 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 | n/a     | HE005   | 500112    | HE32      | n/a       | G501848    | \$ 24,350.00 |
| 2      | 50   | 5001 | 02        | 62000     | 2251 | n/a     | HE005   | 500112    | HE32      | n/a       | G501848    | \$ 650.00    |
| 3      |      |      |           |           |      |         |         |           |           |           |            |              |

\$ 25,000.00

## Template To Authorize Transfer Between Different Funds

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

| Ord<br>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 lease insert rows.*

| <b>Ord<br/>Number</b> |
|-----------------------|
|                       |

**Transfer From:**[illegible]**Transfer To:**[illegible]