## 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 <br> Number

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


| Line \# of AC | Procurement Category | Dept | Div | $\begin{aligned} & \text { Obj } \\ & \text { Class } \end{aligned}$ | Main <br> Acct | Fund | Subfund | Program | Sect 3 | Sect 4 | Sect 5 | $\begin{aligned} & \text { Project } \\ & \text { ID } \end{aligned}$ | Optional Field | Planning Area | Amount |
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| 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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## 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 |
| :---: |
| $2274-2019$ |

$\left.\begin{array}{|c|c|c|c|c|c|c|c|c|c|c|c|c|}\hline \text { Line \# } & \text { Dept } & \text { Div } & \text { Obj Class } & \begin{array}{c}\text { Main } \\ \text { Acct }\end{array} & \text { Fund } & \text { Subfund } & \text { Program } & \text { Section 3 } & \text { Section 4 } & \text { Section 5 } & \begin{array}{c}\text { Project } \\ \text { ID }\end{array} & \text { Amount } \\ \hline 1 & 48 & 4801 & 03 & 63050 & 2291 & 000000 & \text { CR003 } & & & & & \text { G481901 }\end{array}\right] 7,500.00$ (

## ORDINANCE ATTACHMENT

Template To Authorize Transfer Between Different Funds
If fewer than three lines are needed please delete rows
If more than 3 lines are needed lease insert rows.

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

TRANSFER FROM

| Line \# | Div | Obj Class | Main <br> Acct | Fund | Subfund | Program | Sect 3 | Sect 4 | Sect 5 | Project <br> ID | Optional <br> Field | Amount |
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TRANSFER TO:

| Line \# | Div | Obj Class | Main Acct | Fund | Subfund | Program | Sect 3 | Sect 4 | Sect 5 | Project ID | Optional <br> Field | Amount |
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## 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 <br> Acct | Fund | Subfund | Program | Sect 3 | Sect 4 | Sect 5 | Project <br> ID | Optional <br> Field |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1 |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |

Transfer To:

| Line \# | Div | Obj Class | Main <br> Acct | Fund | Subfund | Program | Sect 3 | Sect 4 | Sect 5 | Project <br> ID | Optional <br> Field |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1 |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |

