# 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
0267-2021

Type of AC Requested	Purchase Requisition (PR)#
ACPR	

Line # of AC	Procurement Category	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Planning Area	Amount	
10		60	6009	03	63951	6000	000000	CW001	600921	N/A	N/A	N/A	N/A	N/A	\$145,000.00 WAT	ΓER
20		60	6005	03	63951	6100	000000	CW001	600506	N/A	N/A	N/A	N/A	N/A	\$104,000.00 SEWI	/ER
30		60	6007	03	63951	6300	000000	CW001	600712	N/A	N/A	N/A	N/A	N/A	\$36,000.00 POW	√ER
40		60	6015	03	63951	6200	000000	ST001	601501	N/A	N/A	N/A	N/A	N/A	\$11,000.00 STOF	RM
															\$296,000.00	

## 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 #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Section 3	Section 4	Section 5	Project ID	Amount
1												
2												
3												

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.* 



#### **TRANSFER FROM**

Line #	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1												
2												
3												

#### **TRANSFER TO:**

Line #	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1												
2												
3												

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	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1												
2												
3												

**Transfer To:** 

Line #	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1												
2												
3												