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 xxxx-2021

Type of AC	Purchase
Requested	Requisition (PR)#
ACPO	

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		47	4702	06	66530	5105	000000	CW001	na	na	na	P470047- 100000	P470047. 100000	99	\$ 961,322.90

Total: \$ 961,322.90

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.

Ord Number 0774-2021

Transfer From:

Line #	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Planning Area	Amount
1	4702	06	66000	5105	000000	CW001	na	na	na	P470031- 100000	99	\$102,336.90
2	4702	06	66000	5105	000000	CW001	na	na	na	P470071- 100000	99	\$385,000.00

Total: \$487,336.90

Transfer To:

Line #	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Planning Area	Amount
1	4702		66530	5105	000000	CW001	na	na	na	P470047- 100000	99	\$487,336.90

Total: \$487,336.90

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

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

Total:	\$ -

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 Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1												

TRANSFER TO:

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