## COUNTY OF IMPERIAL EXPENDITURE TRANSFER REQUEST

To be completed by Originating Budget Unit:

Use This Section for Single Budget Unit Transfers Only				
EXPENDITURE REIMBURSEMI	ENT (CREDIT)			
1. BUDGET UNIT/ORG KEY TITLE				
2. OBJECT DESCRIPTION				
3. ORG KEY CODE	4. OBJECT CODE	5. AMOUNT		
EXPENDITURE TRANSFERRED TO (DEBIT)				
6. BUDGET UNIT/ORG KEY TITLE				
7. OBJECT DESCRIPTION				
8. ORG KEY CODE	9. OBJECT CODE	10. AMOUNT		
11. PURPOSE:				
12. DEPARTMENT HEAD AUTHO	RIZATION (SIGNATURE)			
13. OFFSET BUDGET UNIT/FUND APPROVAL (SIGNATURE)				
CEO OFFICE USE ONLY				
APPROVED BY:				
COMMENTS:				

Revised 01/17/2022 Page 1 of 2

## Use This Section for Expenditure Transfers between Multiple Budget Units (This section replaces Items 2 through 11 on Page 1) BUDGET UNIT/ORG KEY TITLE OBJECT DESCRIPTION OBJECT CODE AMOUNT EXPENDITURE REIMBURSEMENT (CREDIT) TOTAL:

BUDGET UNIT/ORG KEY TITLE	OBJECT DESCRIPTION	OBJECT CODE	AMOUNT	
EXPENDITURE TRANSFERRED TO (DEBIT)				
TOTAL:				