

**City of Bridgeport
Office of Policy and Management
Budget Transfer Request**

DEPARTMENT: **LIBRARY** **2/15/23**

TRANSFER REQUEST: (Please provide a detailed statement of the reasons surrounding the transfer request, the exact account numbers and names of the accounts which will be affected, the dollar amount involved, and a statement which confirms that the re-allocated funds of the accounts which you affect are sufficient for all anticipated expenditures for the remainder of the fiscal year.)

Transfer \$1,000 FROM LINE 56040 BOOKBINDING SERVICES TO Line 53720 TELEPHONE SERVICES			
From: Bookbinding Services		To: Telephone Services	
\$	3,000.00	\$	12,921.00
-\$	<u>1,000.00</u>	+\$	<u>1,000.00</u>
\$	2,000.00	\$	13,921.00
Additional Comments: To cover the cost of Voice New England telephone services For Beardsley Branch.			

This transfer is to implement the action of the Library Board of Directors under the authority granted by Connecticut General Statutes §11-33.

Department Head Signature: Elaine Braithwaite, City Librarian

Date: _____