

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

DEPARTMENT: **LIBRARY** **12/21/22**

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 \$8,000 <b>FROM</b> Line 56160 MARKETING SERVICES <b>TO</b> Line 55145 EQUIPMENT RENTAL/LEASE			
From: Marketing Services		To: Equipment Rental/Lease	
\$	32,000.00	\$	0.00
-\$	<u>10,000.00</u>	+\$	<u>10,000.00</u>
\$	22,000.00	\$	10,000.00
Additional Comments: To cover the cost of photocopy prints and toner for staff			
And the public.			

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: \_\_\_\_\_