

**Town of Dryden  
Budget Modification Request Form**

★ 2016 Budget ★

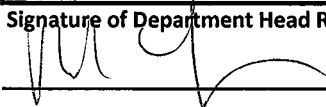
Department: Highway

Date of Request: January 20, 2016

Person Making Request: Rick Young

Budget Lines to be Modified (each modification request must list the line to be increased AND what account the funds are coming from)	Prior Approved Budget Amount	Amount of Requested Increase / Decrease	Revised Budget Amount	Reason for Budget Revision: Attach additional documentation if necessary
To: DA 2701 Refund of Prior Year Exp.		+1,472.00		Reimbursement from City of Buffalo
To: DA 5140.4 Misc. Contractual		+1,472.00		for Highway employees' expenses paid out of pocket (voucher will be done to reimb. employees out of DA5140.4)
To:				
From:				
To:				
From:				

Signature of Department Head Requesting Budget Modification:

 Date: 1/20/16

**Review and Decision (Accounting Only)**

**Bookkeeper Review:**

Are there funds available as listed above to make the budget modification? \_\_\_\_\_ Yes \_\_\_\_\_ No

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Town Board Approval:**

Date of Town Board Meeting to be discussed: \_\_\_\_\_

Was the budget modification approved? \_\_\_\_\_ Yes \_\_\_\_\_ No

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Give to Town Clerk for Resolution # \_\_\_\_\_

*Once approval is granted, this form shall be returned to the bookkeeper to make the appropriate entries.*

Date Modification entered: \_\_\_\_\_ Signature: \_\_\_\_\_

*A copy of this form is to be returned to the department head once completed for budget tracking purposes.*

Town of Dryden  
Budget Modification Request Form

★ 2016 Budget ★

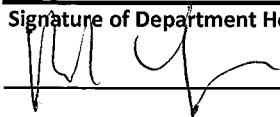
Department: Highway

Date of Request: January 20, 2016

Person Making Request: Rick Young

Budget Lines to be Modified (each modification request must list the line to be increased AND what account the funds are coming from)	Prior Approved Budget Amount	Amount of Requested Increase / Decrease	Revised Budget Amount	Reason for Budget Revision: Attach additional documentation if necessary
To: DA 2701 Refund of prior year exp.		+33,073.44		Reimbursement from City of Buffalo
To: DA 5130.2 Equipment		+33,073.44		for Highway support in 2015 snow storm
To:				
From:				
To:				
From:				

Signature of Department Head Requesting Budget Modification:

 Date: 1/20/16

**Review and Decision (Accounting Only)**

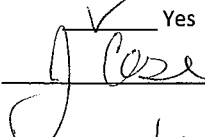
**Bookkeeper Review:**

Are there funds available as listed above to make the budget modification?

check received 1/18/16

Yes  No

Date: 1/20/16

Signature: 

**Town Board Approval:**

Date of Town Board Meeting to be discussed: 1/21/16

Was the budget modification approved?  Yes  No

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Give to Town Clerk for Resolution # \_\_\_\_\_

Once approval is granted, this form shall be returned to the bookkeeper to make the appropriate entries.

Date Modification entered: \_\_\_\_\_ Signature: \_\_\_\_\_

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