

**Town of Dryden
Budget Modification Request Form**

** 2018 *
Budget*

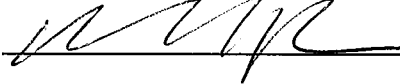
Department: Recreation

Date of Request: December 19, 2018

Person Making Request: Marty Conger

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: 2005	3,000.00	1,000.00		Grant money for soccer
* to: A7989.407	3,000.00	1,000.00		Grant money to pay for soccer balls
From:				
To:				
From:				
To:				
From:				
To:				
From:				
To:				

Signature of Department Head Requesting Budget Modification:



Date: 12/19/2018

Review and Decision (Accounting Only)

Bookkeeper Review:

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

\$ received 12/20/18
Yes No

Date: 12/20/18 Signature: *Jca*

Town Board Approval:

Date of Town Board Meeting to be discussed: 1/10/19

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**

2018
Budget

Department: Town Clerk/Receiver of Taxes

Date of Request: January 10, 2019

Department Head: Bambi Avery

Signature: *Bambi Avery*

Budget Lines to be Modified: (each request must list two budget lines)		Amount	Reason for Budget Modification: (attach additional documentation if necessary)
Account Number	Account Name	\$	

TO

From:	A2770	Misc Clerk Revenue	-	1,101.27	Planned under-estimated revenue (trash tags/EZ Pass) to be appropriated for expenses
To:	A1410.4	Town Clerk Contractual	+	1,101.27	

TO

From:	A2770	Misc Clerk Revenue	-	101.23	Planned under-estimated revenue (trash tags/EZ Pass) to be appropriated for expenses
To:	A1330.4	Receiver of Taxes Contractual	+	101.23	

From:	A1330.2	Receiver of Taxes Equipment	-	26.23	Annual software contract
To:	A1330.4	Receiver of Taxes Contractual	+	26.23	

From:			-		
To:			+		

From:			-		
To:			+		

From:			-		
To:			+		

From:			-		
To:			+		

Review and Decision (Bookkeeper/Clerk Use Only)	
Bookkeeper Review:	<i>\$1781.50 received over budget as of 1/30</i>
Are funds available as listed above to make the budget modification?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Date: <u>1/9/19</u>	Signature: <u><i>[Signature]</i></u>
Town Board Approval:	Date of Town Board meeting to be discussed: <u>1/10/19</u>
Was the budget modification approved?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Date: _____	Signature: _____
Give to Town Clerk for Resolution # _____	
return to the Bookkeeper to make the appropriate entries	
Modification Entered:	Date: _____ Signature: _____

Town of Dryden
Budget Modification Request Form

2018
Budget

Department: Planning
Department Head: Ray Burger

Date of Request: 1-3-19
Signature: Ray Burger

Budget Lines to be Modified: (each request must list two budget lines)		Amount	Reason for Budget Modification: (attach additional documentation if necessary)
Account Number	Account Name	\$	

From:	<u>B8010.434</u>	<u>2BA Training</u>	-	<u>200.00</u>	<u>Increase in # of Hearings at years end.</u>
To:	<u>B8010.433</u>	<u>Legal Ads</u>	+	<u>200.00</u>	

From:			-		
To:			+		

From:			-		
To:			+		

From:			-		
To:			+		

From:			-		
To:			+		

From:			-		
To:			+		

From:			-		
To:			+		

Review and Decision (Bookkeeper/Clerk Use Only)	
Bookkeeper Review:	
Are funds available as listed above to make the budget modification?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Date: <u>1/9/19</u>	Signature: <u>[Signature]</u>
Town Board Approval:	
Date of Town Board meeting to be discussed:	<u>1/10/19</u>
Was the budget modification approved?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Date: _____	Signature: _____
Give to Town Clerk for Resolution # _____	
return to the Bookkeeper to make the appropriate entries	
Modification Entered:	
Date: _____	Signature: _____

#215
\$440 as of 1/30, # in AB 12 = #225 del.