ALBUQUERQUE PUBLIC SCHOOLS

FISCAL YEAR ____ – ____

# REQUEST FOR BUDGET TRANSFER

SCHOOL / DEPARTMENT **7 BAR ELEMENTARY SCHOOL 265**

Company/Fund (Please Check One)

- ☐ 1100 OPERATIONAL
- ☐ 1300 TRANSPORTATION
- ☐ 1400 TEXTBOOK
- ☐ 2100 FOOD SERVICES
- ☐ 2200 ATHLETICS
- ☐ 4100 DEBT SERVICES
- ☐ 4300 ED TECH DEBT SERVICES
- ☐ 6001 KANW ENTERPRISE
- ☐ 6005 GRAPHICS ENTERPRISE
- ☐ 6010 CHARTER SCHOOL BUSINESS SVCS
- ☐ 6020 TRANSPORTATION ENTERPRISE
- ☐ 6025 FACILITIES ENTERPRISE

**INTERNAL SERVICES FUNDS**

- ☐ 7101 INSURANCE SERVICES
- ☐ 7102 CONSTRUCTION SERVICES

CLEAR FORM

| FROM | | | | | | TO | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| ACCOUNTING UNIT | ACCOUNT | SUB | FTE | DESCRIPTION | AMOUNT | DESCRIPTION | ACCOUNTING UNIT | ACCOUNT | SUB | FTE |
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TOTAL: $ 0 *(IF TOTAL AMOUNT IS OVER $10,000 CONTROL AGENT SIGNATURE IS REQUIRED)*

**Justification Required** (Describe What Will Be Purchased With Funds)

Name of Originator Date | Department Manager/Principal Date | Control Agent Date

Phone Number & Ext. _____

***PLEASE SEND AS AN EMAIL ATTACHMENT TO BUDGET@APS.EDU***

**FOR BUDGET OFFICE USE ONLY:** DATE APPROVED DATE REJECTED REASON NOTES

PED OBMS BAR# _____

DOC I.D. _____ DATE IN _____ DATE OUT _____ ANALYST _____ BUDGET JE# _____