

**Town of West Seneca
Budgetary Transfer Request**

To: Honorable Town Board

The following budgetary transfers are requested as indicated below to be approved at your next Town Board meeting.

From:

Account Number	Description	Amount
001.1670.0480	Cent Printing-Comp Software	12,400
001.1670.0200	Cent Printing-Equipment	1,200

To:

Account Number	Description	Amount
001.1315.0200	Comptroller-Equipment	1,200
001.1315.0216	Comptroller-Comp Software	12,400

Justification:

Transfer to cover cost of purchase of sealer/folder machine for payroll and AP checks
Transfer to cover cost of software for PO and workflow paperless system

Laura Landers

DEPARTMENT HEAD APPROVAL

Availability to Appropriation Checked

Finance Department LL

5/2/2012

INITIAL

DATE

Submitted to Town Clerk for Town Board Meeting of:

7-May-12

DATE

MAY 07 2012
22.