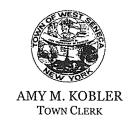
TOWN OF WEST SENECA



RECEIVER OF TAXES
REGISTRAR OF VITAL STATISTICS
NOTARY PUBLIC
RECORDS MANAGEMENT OFFICER

TOWN SUPERVISOR GARY A. DICKSON

Town Council William Bauer Joseph J. Cantafio William P. Hanley Jr. Jeff Piekarec

TO:

Honorable Town Board

FROM:

Amy M Kobler

Town Clerk

DATE:

December 3, 2020

RE:

Budget Transfer

Kindly authorize a budget transfer in the amount of \$550 from the continuing education line -01141000.50414 to supply line -01141000.50419 for the purchase of 10 cases of corrugated file boxes to be used in the archiving of town records.

Town of West Seneca Budgetary Transfer Request

The following budgetary transfers are requested as indicated below.

From:			
	Account Number	Description	Amount
	01141000.50	1414 Cont. Educ	\$550.00
To:			
	Account Number	Description	Amount
	01141000.5	0419 Supplies	\$550.00
		, ,	
Justification:			
Storage boxes for archival Of all Town Department			
	Of all Town Department		
	records.		
	Any ne Kobler		
	DEPARTMENT HEAD APPROVAL		
	Availability to Appropriation Checked Finance Office		
		INITIAL	DATE