

## Office of Sheriff James L. Berrong

## **MEMO**

Date:

November 29, 2017

To:

Finance

From:

Deputy Chief Millsaps

Re:

Budget Amendment

A Distress Warrant for \$118 was served in 2012 by the Sheriff's Office. Normally, we send a check to the Trustee's Office for the amount of the payment minus the officer's service fee. Neither the Sheriff's Office nor the Trustee's Office has record of the payment. The Defendant has a valid, hand-written receipt for the \$118. The Sheriff's Office is asking to pay the Trustee's Office to correct their records. If we can pay out of our current budget, we will. A budget amendment was completed in case we are not allowed to use our current budget.

## Blount County Government Budget Amendment Request

		FY 17-18	Department: Sheriff	
			Account: 054110	
	e of Amendment: (check one)			
Tr	ansfer (no overall change to adopted bud	iget)		
De	Decrease (reducing adopted budget due to unforeseen effect on "revenue" or "expense")			
	crease (raising adopted budget due to un			
Ac	ljustment (correction to adopted budget du	e to "grant award" oı	r "budgetary adjustment")	
	***IF an Increase or Decrease, a memo expla	ining the need or pu	rpose MUST accompany amendme	ent form***
	Account Number		Description	Amount
то	500 599		Other charges	118.00
	300 3 1 1		sinor onengoo	
	2			Α
			TOTAL	118.00
	Account Number		Description	Amount
FROM	101-489900	F	Fund Balance	118.00
			TOTAL	118.00
Explana	tion:			
				A
<del></del>				
X	Tour 1 Bon -			
Signatur	e of Official/Department Head/bake 11-8-17	Signature of 0	County Mayor/Date	

\*All requests equiring committee approval are due to Sr. Financial Analyst's Office by noon on the Tuesday before the Budget Committee Meeting.