

**COUNTY OF SAN MATEO  
APPROPRIATION TRANSFER REQUEST**

REQUEST NO.  
ATR4 017

DEPARTMENT ASSESSOR-COUNTY CLERK-RECORDER DATE 11/01/03

**1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:**

	C O D E S		AMOUNT	DESCRIPTION
	FUND OR ORG.	ACCOUNT		
From	13400	2212	90,000   00	Unanticipated Rev.- Micrographic Conversion
To	13400	5856	90,000   00	Contract Special Program Services

Justification. (Attach Memo If Necessary)

Transfer of funds needed to cover the amount of contract with Ingeo re: for e-recording software support services in Recorder's Office.

DEPARTMENT HEAD  
BY: *[Signature]* DATE 11/17/03

2.  Board Action Required       Four-Fifths Vote Required       Board Action Not Required

Remarks:

COUNTY CONTROLLER  
BY: *[Signature]* DATE 11-18-03

3.  Approve as Requested       Approve as Revised       Disapprove

Remarks:

COUNTY MANAGER  
BY: \_\_\_\_\_ DATE \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE — FOR BOARD OF SUPERVISORS' USE ONLY**

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. \_\_\_\_\_

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

Ayes and in favor of said resolution:

Noes and against said resolution:

Supervisors: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Supervisors: \_\_\_\_\_  
\_\_\_\_\_  
Absent  
Supervisors: \_\_\_\_\_

ATTEST:

CHAIRMAN, BOARD OF SUPERVISORS  
COUNTY OF SAN MATEO

Clerk of Said Board

DISTRIBUTION:  
WHITE — BOARD OF SUPERVISORS  
GREEN — CONTROLLER  
CANARY — COUNTY MANAGER  
PINK — DEPARTMENT  
GOLDENROD — TREASURER