

Request For Amendment To Budget

Date _____

Finance Committee
Town of Rehoboth

Committee Members:

Request is hereby made for the following amendment to the budget:

1.

Account Number	Dept.	Account Name	Increase	Decrease

2. Amendment is requested for purpose of (please attach support if available):

Officer or Department Head

Governing Board Approval (if required)

Reviewed by Accounting

Action of Finance Committee

Date of Meeting _____ **Number Present and Voting** _____

Amendment approved _____

Amendment disapproved _____

Chairman, Finance Committee

Request must be made and amendment voted before any expenditure in excess of appropriation is incurred.