



**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Library
(Requesting Department)

Date: April 18, 2019
(Submission Date)

For the May 28, 2019 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

- Additional Appropriation \$ 200.00
- Transfer from Contingency \$ _____
- Transfer(s) \$ _____
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request was approved by the Board of _____
(governing Board of your department)
at its meeting held on _____
(date)

Deborah Puzzo

(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request: \$200.00 Donation from Bristol Garden Club for purchase of plants for the Library grounds.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
1066010-471000-DONAT	Donation - Revenue	\$200
1066010-561800-DONAT	Donation - Program Supplies - Exp	\$ 200

Transfer(s) complete the following:

From:	To:	Amount:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____