



ROBERT LANDON

CITY OF MARION AUDITOR
233 WEST CENTER STREET - MARION, OHIO 43302

**REQUEST FOR TRANSFER OF FUNDS
WITHIN DEPARTMENT APPROPRIATIONS**

REQUEST NO. _____

DATE: 2/8/2021

I, Marden Watts Deputy Auditor
(Name) (Title)

Hereby request that \$ 2,000.00 be transferred within the Auditor's Department
(Name of Fund and Department)

\$ 2,000.00 from: Service Contracts to: Professional Services Income Tax
Fund No. 101.1011.5403 Fund No. 101.1011.5402

Reason(s) for request: Printing and mailing of tax forms

Signed: _____ Date: _____

Mayor Scott Schentzer | Approved Disapproved Date: 2-8-21
[Signature]

Auditor Robert Landon | Approved Disapproved Date: 2-8-21
[Signature]

FINANCE COMMITTEE

Chair _____ Approved _____ Disapproved _____ Date: _____

Member _____ Approved _____ Disapproved _____ Date: _____

Member _____ Approved _____ Disapproved _____ Date: _____