



## City of Cocoa Budget Adjustment Form FY 2021 -

SELECT ADJUSTMENT TYPE:		REQUESTING DEPARTMENT #:		DATE PREPARED:				
ADJUSTMENT AMOUNT	ACCOUNT NUMBER	PROJECT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	AMENDED BUDGET	ADJUSTED BUDGET	UNENCUMBERED BALANCE	
<b>TOTAL</b>								
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<b>TOTAL</b>								
<b>REASON/JUSTIFICATION FOR ADJUSTMENT:</b>								
Council/Board APPROVAL REQUIRED? <input type="radio"/> YES <input type="radio"/> NO		DATE APPROVED:		RESOLUTION #:				
<i>City Council approval is needed for all transfers greater than \$50,000 and transfers between Departments / Funds. All CRA adjustments are required to go their respective boards.</i>								
Date	Requestor's Signature		Date	Finance Approval Signature		Date	Finance Director's Signature	
Date	Department Director's Signature		Date	Deputy Fin. Director's Signature		Date	City Manager's Signature	
<b>FINANCE USE ONLY:</b>								
Date Entered:		Entered By:			Group #:			