

**FUND TRANSFER REQUEST FORM**

<b>AGENCY Register of Deeds</b>	<b>ORGANIZATION Register of Deeds</b>	<b>LEGISTAR FILE # 2026 FTR-001</b>
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TRANSFER AMOUNT(S) FROM (Decrease Expenditure or Increase revenue)						CURRENT BALANCES	
Amount in Whole \$\$	Account Title	Account Code (ORG-OBJECT-PROJECT)			Budgeted Amount	Available Balance	
1	\$140,000.00	Customer Service Laredo Rev	REGDEEDS	82515		\$294,332.00	\$181,028.82
2							
3							
4							
	\$140,000.00	TRANSFER FROM TOTAL					

TRANSFER AMOUNT(S) TO (Increase Expenditure or Decrease Revenue)						CURRENT BALANCES	
Amount in Whole \$\$	Account Title	Account Code (ORG-OBJECT-PROJECT)			Budgeted Amount	Available Balance	
1	\$140,000.00	Laredo Internet Service	REGDEEDS	31382		\$55,000.00	\$51,737.93
2							
3							
4							
	\$140,000.00	TRANSFER TO TOTAL					

<b>EXPLANATION:</b> (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)  Per Contract Addendum 13206C the Dane County Laredo Anywhere Internet Service updated plans in 2026 resulting in increased revenue and expenditure.	<b>APPROVALS</b>																				
	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:30%;"></th> <th style="width:15%;">DATE</th> <th style="width:30%;">APPROVED</th> <th style="width:25%;">DENIED</th> </tr> </thead> <tbody> <tr> <td>Oversight Committee</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Controller</td> <td></td> <td></td> <td></td> </tr> <tr> <td>County Executive</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Finance Committee</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		DATE	APPROVED	DENIED	Oversight Committee				Controller				County Executive				Finance Committee			
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	Request should be entered into Legistar using the Fund Transfer file type and released into the fund transfer approval sequence. The Controller's Office will approve and refer the request as appropriate in Legistar and obtain the Controller and County Executive approvals. Departments should follow up with their oversight committee to ensure action is taken and recorded in Legistar.																				