

**RIVERSIDE COMMUNITY COLLEGE DISTRICT****Business & Financial Services****BUDGET TRANSFER FY \_\_\_\_\_**☐ Permanent ☐ One-Time

PREPARER'S NAME	DEPARTMENT	DATE

**PLEASE CHECK (x) IN THE APPROPRIATE BOX(es)**

- ☐ **TYPE A** Transfer within a major object code
- ☐ **TYPE B** Transfer between major object codes *(Requires VP, Assoc. VC, President or Chancellor and BOARD APPROVAL)*

Reason for transfer: \_\_\_\_\_

Transfer From:	BUDGET CODE	AMOUNT
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

**TOTAL** \_\_\_\_\_

Transfer To:	BUDGET CODE	AMOUNT
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

**TOTAL** \_\_\_\_\_

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_

*Type B requires VP, Assoc. VC, President or Chancellor Approval*

Certification: \_\_\_\_\_

*This Certification is Required for all Transfers Related to Restricted Grants & Categorical Programs (Grant regulations allow this transfer, and approval has been obtained if required.)***For Budget Office Use**

Date Processed

Transaction # FT