



TOWN OF RAYNHAM

(To be submitted in triplicate)

REQUEST FOR APPROPRIATION TRANSFERS **BETWEEN OR WITHIN DEPARTMENTS**

Date _____

Board of Selectmen & Finance Committee
Town of Raynham

Members:

Request is hereby made for the following transfer between departmental appropriations in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B (non-expiring), of the Massachusetts General Laws:

Amount requested: _____

1. To be transferred from: _____
(List name and account number of appropriation)

Present balance in the appropriation: _____

2. To be transferred to: _____
(List name and account number of appropriation)

Present balance in the appropriation: _____

Request submitted by (signature required): _____
Officer or Department Head

APPROVALS

Board of Selectmen:

Date of Meeting _____

Signatures: _____

Transfer disapproved (checkmark): _____

Finance Committee:

Date of Meeting _____

Number Present and Voting: _____

Approved by Majority, list vote: _____

Transfer disapproved (checkmark): _____

Chairman, Advisory Committee

Please Note:

1. This alternative year-end transfer procedure applies for the last two months of the fiscal year (May and June) and the first 15 days of July (for that same fiscal year) and requires a majority vote of the Board of Selectmen and the Finance Committee.
2. This procedure may **not** be used to transfer from a Municipal Light or School Department.
3. This procedure may **not** be used to transfer more than three percent of a department's annual budget, or \$5,000, whichever is greater.
4. Signed originals of this request (required in quadruplicate) will be distributed to the Board of Selectmen, the Finance Committee, the Town Accountant, and the requesting department.